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ABSTRACT

In 1985-86, LaGuardia Community College (LCC) completed the developmental phase of a project aimed at increasing the number of minority, low-income urban students who transfer from LCC and complete a baccalaureate degree. During the year, the program had the following achievements: (1) linkages were established with the City University of New York (CUNY); (2) together with Baruch and Queens Colleges, LCC developed and implemented a joint admissions program; (3) contacts were initiated with State Univerity of New York campuses; (4) work with private colleges and universities led to various activities to help students develop a plan to pursue scholarships and private funding sources; (5) a second institute was held at Vassar College with 22 LCC students participating; (6) 57 juniors and seniors from six local high schools were selected to participate in the Credit Bank Program; (7) a Career Development Module was designed to introduce educational and career planning in the required Freshman Seminar; (8) a Transfer Seminar was designed to assist with educational planning, college selection, and the application process; (9) the counseling staff increased its responsibilities regarding transfer; (10) two College Transfer Fairs were held; and (11) a Transfer Information Guide was developed to provide complete information on how a particular curriculum transfers to a parallel program at a four-year college. The project report provides an overview of these accomplishments as well as a description of related support services, a summary of evaluation goals and procedures, and budgetary information for the period studied. Five appendixes make up the bulk of the report. They include a copy of The Transfer Guide, the Career Development Module, a student workbook for the Transfer Seminar, and the Boruch/LaGuardia and Queens/LaGuardia joint admissions letters. (EJV)

ED278432

SECOND ANNUAL REPORT
TO THE URBAN COMMUNITY COLLEGE TRANSFER OPPORTUNITIES PROGRAM
COVERING THE PERIOD OCTOBER 1, 1985 TO SEPTEMBER 30, 1986

JC 870 008

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January 1987

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31-10 Thomson Avenue
Long Island City, NY 11101

Second Annual Report of the Transfer Opportunities Program Covering the Period October 1, 1985 to September 30, 1986

OVERVIEW

In 1984, under the UCC/TOP initiative, the Ford Foundation awarded LaGuardia Community College a three-year implementation award. Our institution was one of five urban community colleges selected nationwide. The goal of this project is to increase the number of minority, low-income urban students who transfer from the community college and complete the baccalaureate degree.

In 1985-86, LaGuardia completed the developmental phase of its project. This report outlines the accomplishments of the past year and emphasizes the cooperation of all parts of the college community working in concert to achieve our goals. The achievements of 1985-86 are as follows:

> held a second institute at Vassar College with twenty-two LaGuardia students participating;

> offered the Long Island University at LaGuardia program to graduates of our business majors;

> developed joint admissions programs with Baruch College and Queens College.

> published the Transfer Information Guide, an advisement tool which enables students to choose courses at LaGuardia which increase the number of credits that transfer to twelve different public and private four-year institutions;

> offered the revised Cooperative Education Seminar: "Life, Education and Career Planning" to 678 students representing business and liberal arts majors;

> designed and pilot-tested the Career Development Module. Since Fall 1986 that module is incorporated into Freshman Seminar, a non-credit course that is required of all new students during their first quarter at the college;

> designed the Transfer Seminar, which focuses on three major aspects of transfer decision-making: a) planning for education, b) college selection, and c) application procedures and requirements;

> completed developmental phase of the computerized Degree Requirement Checklist for all majors;

> improved and expanded services at the Career and Transfer Resource Center;

> held Transfer Fairs during Fall and Spring quarters with over thirty four-year institutions and more than 650 students participating each time;

> incorporated new strategies into the recruitment process to highlight transfer opportunities offered by LaGuardia;

> conducted on-site evaluation of first year activities;

> gathered and analyzed data on the 1984-85 graduates and other transfer students;

> together with Baruch College developed a follow-up study of LaGuardia graduates, which includes analysis of performance and attitudinal data;

> completed alumni data base project which will expand networking opportunities for current students.

NARRATIVE

A. EXTERNAL LINKAGES

1. CUNY Colleges

In addition to developing advisement materials for Baruch, Hunter, Lehman, and Queens Colleges that are included in the Transfer Information Guide (see Appendix I), LaGuardia reached out to administration and faculty in three other CUNY senior colleges: Brooklyn College, City College, York College. Discussions and exchanges can be characterized as candid and extremely helpful.

As a result of this work, LaGuardia students are able to choose elective courses that increase the number of transferable credits to twelve colleges and universities. They are also aware of any restrictions or local regulations that apply in their majors (e.g. accounting and business administration students who wish to transfer to Baruch know that they must complete Introductory Economics II and Calculus I at LaGuardia in order to meet the prerequisites of junior level courses at Baruch).

More importantly, the Transfer Information Guide has systematically identified strengths and weaknesses of current University policies regarding transfer of students between community and senior colleges. The Guide has underscored areas of agreement and disparity within common degree programs. It has drawn attention to the critical need of coordinating curricula in disciplines such as English, natural and behavioral sciences and in majors with high incidence of transfer. The Guide has also emphasized that there is inadequate understanding and communication among faculty and to students on transfer policies and practices within the University.

2. Joint Admissions Program

Together with Baruch and Queens Colleges, LaGuardia developed and implemented a joint admissions program. Its goals are to strengthen the notion of continuity between community college and senior college; to encourage students to seek transfer information and guidance at the beginning of their careers; to provide opportunities for interactions with four-year college advisors; and to serve as motivating factors for students who may not be considering a baccalaureate degree.

Business students receive letters of acceptance signed by President Shenker and President Segall of Baruch College (see Appendix II). Computer Science and Liberal Arts students receive acceptance letters signed by President Shenker and President Kenny of Queens College (see Appendix III). This implies that 85% of LaGuardia's incoming students are guaranteed admission to four-year institutions with minimum or no loss of credits. Students receive joint admission letters prior to their first registration at LaGuardia.

Other key features of the Joint Admissions Program are the counseling component, detailed transfer information, and access to senior college advisors. In joint admissions letters, students are encouraged to contact the counselor whose name appears in that correspondence. He/she is knowledgeable about degree requirements of two-year and four-year curricula in the student's major. Students are also advised that they must start planning early to take advantage of this program. Lastly, advisors from Baruch College and Queens College will be invited to come on campus to discuss transfer details (e.g. transcript evaluation and course selection) with students who plan on transferring within the next two quarters.

3. SUNY Colleges

We envision LaGuardia students considering SUNY colleges as possibilities for transfer. Therefore, last year contact with SUNY at Old Westbury was intensified resulting in the inclusion of this institution in the Transfer Information Guide. Our decision was based on data provided by students who selected SUNY at Old Westbury over colleges at Brockport and Plattsburgh. LaGuardia graduates also chose colleges at New Paltz and Cortland. Thus, contacts with the latter colleges will be initiated in the future.

4. Private Colleges and Universities

Our goal of concluding agreements with several private institutions reached fruition. Adelphi University, Clark College, Long Island University, The College of Insurance, St. John's University, and Dominican College of Blauvelt are part of the Transfer Information Guide. This year we seek to strengthen and expand the initial work with these institutions. We are also engaged in various stages of negotiations with Pace University, the Laboratory Institute of Merchandising, Wilberforce University, Marymount College, and the New School for Social Research.

The relationship with private colleges and universities has sharpened our work in the area of scholarships among other issues. For instance, the Career and Transfer Resource Center has designed and implemented a Scholarship Workshop that was offered four times last year. The goal of this workshop is to enable students to develop a plan to pursue private funding sources. Students are encouraged to participate in the Talent Roster of Outstanding Minority Community College Graduates sponsored by the College Board. Also, we are developing a scholarship guide for students identifying financial aid sources for members of minorities.

5. Vassar Partnership

For the second year, LaGuardia joined Vassar College to provide a six week summer institute at Poughkeepsie from June 16 to July 18, 1986. Twenty-two students from LaGuardia participated this year and two instructors from LaGuardia were among the six faculty selected to team-teach the material. Students chose two out of four courses: "Biology and Ethics," "Genetic Engineering," "Literature and Politics," "Community of Studies," "Computing as a Resource."

Participants reported on the experience at a follow-up seminar at LaGuardia in September. Students and faculty were pleased with the individual and personal growth resulting from the summer session. Students appreciated the residential living experience and the sense of community and purpose developed by the group.

Of the 1985 participants, two students transferred to Vassar College. Another two are enrolled at Clark College, and two are attending New York University.

LaGuardia and Vassar are currently planning for another summer institute in 1987. In addition, Janet Lieberman and Colton Johnson are discussing replication of this model at other independent colleges.

6. The LaGuardia-Clark Connection

The LaGuardia-Clark College connection continues to grow. Currently, there are three of our graduates attending Clark. They received full credit for their associate degrees. In addition, these transfer students were guaranteed on-campus housing for the first year to help smooth culture shock. The satisfaction of these students leads to planning for more LaGuardians to transfer to Clark. Their grades reflect their seriousness and commitment. And their integration into the Clark community has been successful too.

As a spinoff of the cooperation between our institutions, Clark invited LaGuardia to be a partner in transfer when it received funding from the Andrew W. Mellon Foundation for a national demonstration project to augment transfer of students from two-year to four-year colleges.

7. Long Island University at LaGuardia

Long Island University offers an eighteen credit program on the LaGuardia campus to graduates of our Accounting, Business

Management, Business Administration, and Computer Information Systems majors. This program allows LaGuardia graduates an opportunity to begin taking credits toward the bachelor's degree in Business Administration without leaving our campus. Upon completion of this program, students can earn a four-year degree at L.I.U. by taking forty-four additional credits. Moreover, tuition for the eighteen credit program is significantly reduced by L.I.U. Eighteen students participated in the Long Island University at LaGuardia program during 1985-86.

8. Partnership with Secondary Schools

LaGuardia's partnership with secondary schools has continued to flourish. Fifty-seven juniors and seniors from six local high schools were selected to participate in the Credit Bank Program. They registered for courses ranging from Calculus to Word Processing.

A follow-up study of the 1984-85 participants, which was conducted last fall, revealed that all the seniors in the cohort had received a high school diploma by August 1985. Two thirds of these graduates were enrolled in two-year and four-year colleges during the fall semester following graduation. These data are reassuring, since the Credit Bank Program selects students who may not include college in their plans or who may not be admitted to four-year colleges based on their academic average.

In 1985-86, LaGuardia Community College and Newtown High School developed a pilot "College Now" program, designed to serve moderately achieving high school students during the second half of their junior and all of their senior year. To be admitted to College Now, students must take the standard assessment tests for reading, writing, and math required by CUNY for all incoming freshmen. Students who need developmental work in reading or math are not eligible to participate. The program includes a developmental writing course taught using microcomputers. In the Fall 1986 term, there are 66 students enrolled in three courses. Two of the courses are taught by high school teachers who have the appropriate credentials to serve as college adjuncts. The three courses are: Basic Writing III, General Psychology, and Introduction to Computer Science.

B. SUPPORT SERVICES

1. Career Development Module

The Career Development Module was designed and pilot tested last academic year (see Appendix IV). Its goal is to introduce educational and career planning in Freshman Seminar, a required course for all new students during their first quarter at the college. The instructional activities enable students to: a) describe their primary personality type; b) describe the model environment most resembling their college major; c) identify personal data that have influenced their career development; d) evaluate their educational or career choices in light of career choice theory; e) relate the concept of career ladder or occupational levels to values abilities, skills and advanced educational preparation after LaGuardia.

Two hundred twenty-two students responded to an evaluation questionnaire distributed in eleven sections of Freshman Seminar in the Spring 1986 quarter. The majority of students (59%)

indicated that they were seriously thinking about continuing their education after LaGuardia. They also felt that the topic of educational and career planning helped them to become aware of skills required and education needed in their career choice.

The Career Development Module was incorporated into the Freshman Seminar Learning Guide in Fall 1986. The Module will therefore have an impact on every new student at LaGuardia.

2. Transfer Seminar

The curriculum for the Transfer Seminar (see Appendix V) focuses on three major aspects of the transfer decision-making process: a) planning for education; b) college selection; 3) application procedures and requirements. This seminar will be scheduled in tandem with the second Cooperative Education Seminar beginning in the Fall quarter and will be taught by counselors with experience in transfer and career counseling.

3. Transfer Counseling

Last year, the counseling staff increased its responsibilities regarding transfer. For instance, to learn more about transfer concerns, one counselor spent approximately ten hours weekly in the Career and Transfer Resource Center providing counseling to walk-in clients. The other counselors participated in transfer counseling through the Counselor-on-Duty program.

During Winter and Spring 1986, data were collected by Student Services counselors regarding transfer issues presented by LaGuardia students. These counselors reported 208 individual contacts. A summary of these data indicate that students begin transfer planning by their fifth quarter at the college. Student transfer issues centered around five major themes: CUNY senior college programs, course articulation, scholarship information, occupational information, and application procedures. The data also indicate that students seek out counselors when initiating the transfer process.

4. Transfer Fair

Two College Transfer Fairs were scheduled during academic year 1985-86. Nine CUNY, five SUNY and twenty private institutions participated in the fair held on November 13, 1985. Six hundred fifty-two students attended this one-day event. Nine CUNY colleges, six SUNY colleges, and thirty private colleges and universities participated in the fair held on April 17, 1986. Seven hundred students attended this event.

Both college represenatives and students have expressed a high degree of satisfaction with the fair. College representatives praised the overall quality of the event and students welcomed the opportunity to discuss substantive issues with them. Colleges see the fair as a positive setting to communicate with students and the latter come away with much valuable information.

5. Career and Transfer Resource Center

The Center continues to have a high level of visibility among students. Records show that in the six-month period between February and July 1986 a total of 658 applications for CUNY were processed by Center staff. This represents an increase of 10% over last year.

In addition, the cataloging project was completed. This enables students to access information by using the library's computerized cataloging system and helps to maintain better inventory of the existing collection in the Center. The acquisition of _Discover_ and the proper hardware have enabled the Center to expand its services to students seeking transfer information. _Discover_ is a career guidance system which helps students learn about themselves, occupations and educational opportunities.

6. Alumni Support Group

The alumni data base has been compiled which includes all graduates who would be willing to meet with students to discuss opportunities after LaGuardia. A draft of the brochure cross-referenced by senior college, current career, and major at LaGuardia was prepared over the summer. When the brochure reaches its final form, it will be made available to students, faculty, and counselors. To facilitate the process of matching up alumni with students, the Alumni Relations Office has agreed to act as clearinghouse agent.

7. Transfer Information Guide

The _Transfer Information Guide_ is designed to provide complete information on how a particular curriculum transfers to a parallel program at a four-year college or university. The data in this book are based on course-by-course evaluations and articulation agreements which insure that transferring students maximize the number of credits accepted toward the bachelor's degree.

The Guide enables students to put together the best possible combination of LaGuardia courses for transfer purposes. It encourages students to exercise greater responsibility in their academic and career decisions.

8. Degree Requirement Checklist

The automation of the Degree Requirement Checklist moved even closer to realization. In 1986, the LaGuardia automated academic advisement system project became operational for all majors. Faculty, counselor, and student feedback is very positive.

The automated DRC matches completed courses against individualized degree requirements and it shows students the next courses to take to complete his or her degree. It also monitors federal and state financial aid, including what each student has to do to meet satisfactory rate of progress and pursuit of degree standards.

C. EVALUATION

The second year of the grant was also significant in the area of data collection and analysis. Ongoing internal research helped answer the following fundamental questions: ethnicity of students enrolled in each degree program; graduation rate by ethnic background; transfer rate of graduates. Undoubtedly, these data will enable the college to measure the impact of the transfer program in the future.

Moreover, LaGuardia has retained the firm of Kane, Parsons, and Associates to replicate the 1983-84 study of graduates. This research sought to determine interest in further education among recent LaGuardia graduates, attitudes toward additional education, reasons for and against enrolling in additional educational programs, and awareness of information about transferring to a senior college. Replication of this study will be conducted using the Fall 1987 and Winter 1988 graduates.

D. BUDGET

A summary of expenditures from October 1, 1985 through September 30, 1986 follows:

Salaries and Wages	$53,202.00
Fringe Benefits at 27%	14,364.54
Travel to Conferences and Seminars	1,591.78
Evaluation and Dissemination	3,087.54
Total	$72,245.86

A list of activities by full-time faculty released to implement the project is presented below:

Dr. John Chaffee	Linkages - Vassar College
Dr. Robert Durfey	Coordinator, Support Services
Dr. Joan Greenbaum	Linkages - Vassar College
Dr. Janet Lieberman	Associate Project Director
Dr. Gilbert Muller	Linkages - Vassar College
Ms. Helen Perry	Curriculum Adaptation "Life, Education and Career Seminar"
Dr. Ted Theodorou	Curriculum Adaptation "Life, Education and Career Seminar"
Dr. Mary Lee Abkemeier	Consultations with four-year institutions
Ms. Rose Caro	Consultations with four-year institutions
Prof. James Cernigliaro	Consultations with four-year institutions
Prof. Beverly Rosendorf	Consultations with four-year institutions
Dr. Eleanor Q. Tignor	Consultations with four-year institutions

Faculty traveled to local and regional meetings to present papers, participate in workshops and panel discussions focusing on transfer issues and to disseminate information about LaGuardia's project. Traveling to Vassar to confer with faculty and administrators about the implementation of the summer institute were John Chaffee, John Hyland, Janet Lieberman, Gilbert Muller, and Max Rodriguez. Janet Lieberman and Max Rodriguez represented our program at the UCC/TOP meeting in Chicago in November 1985. Roberta Matthews and Max Rodriguez attended meetings related to the project at the AACJC Convention in Orlando in April 1986. Max Rodriguez presented papers at two conferences in March 1986: the Eighth Annual Conference of HAHE of New Jersey at Glassboro State College, and at the Eighth Annual Conference of NCBAA of AACJC held in Downingtown, Pennsylvania. He also participated in a pre-conference workshop on transfer and articulation during the AAHE National Conference in March 1986. Dr. Robert O'Pray represented LaGuardia at the Eastern New York State Regional Workshop in June 1986. The grant also supported travel to and from Poughkeepsie for the summer institute participants and for the on-site evaluator of the project.

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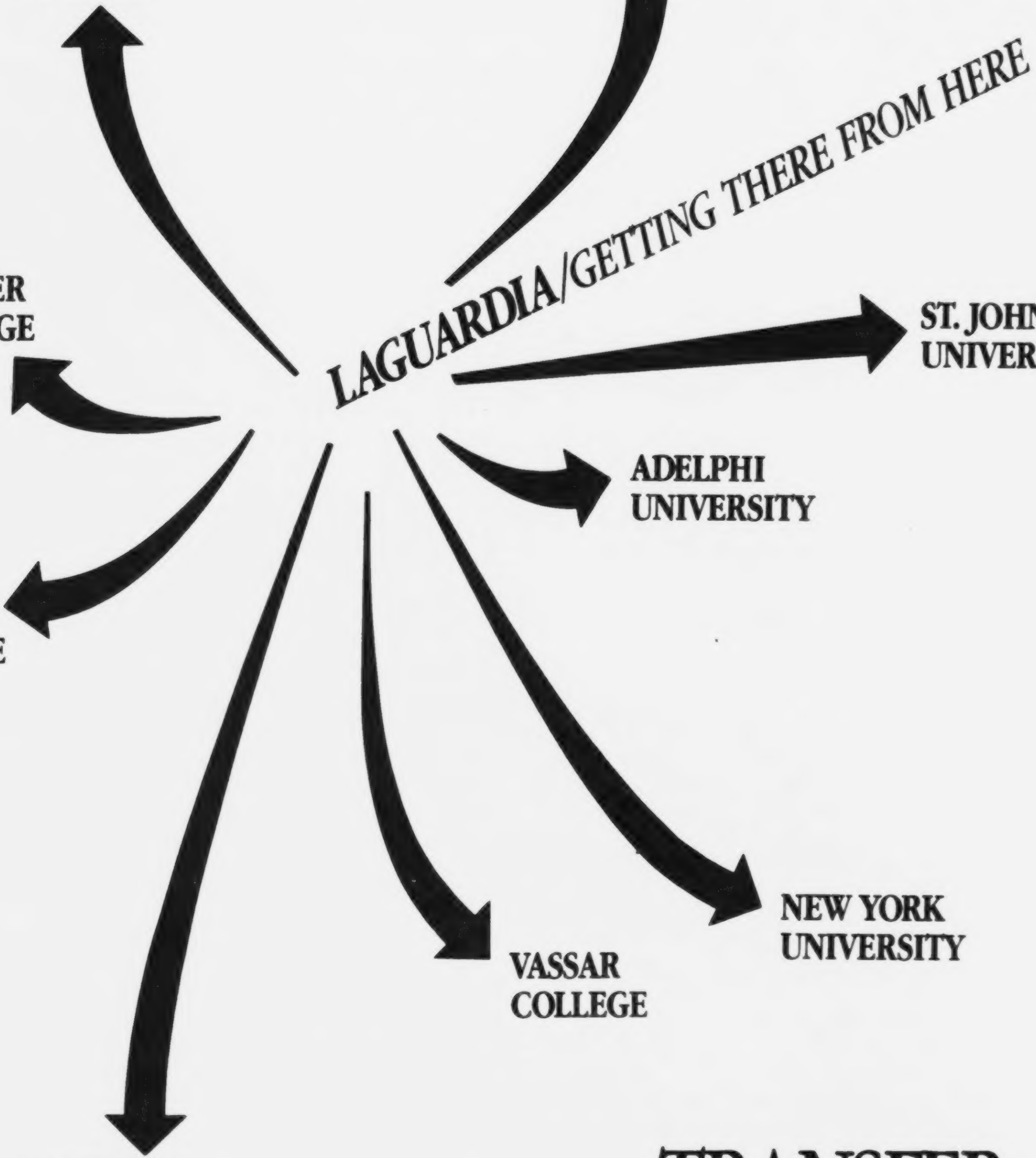
Appendix I - Transfer Information Guide

Appendix II - Baruch/LaGuardia Joint Admissions Letter

Appendix III - Queens/LaGuardia Joint Admissions Letter

Appendix IV - Career Development Module of the Freshman Seminar

Appendix V - Transfer Seminar



LAGUARDIA/GETTING THERE FROM HERE

QUEENS COLLEGE

LONG ISLAND UNIVERSITY

HUNTER COLLEGE

ST. JOHN'S UNIVERSITY

ADELPHI UNIVERSITY

CLARK COLLEGE

NEW YORK UNIVERSITY

VASSAR COLLEGE

BARUCH COLLEGE

TRANSFER INFORMATION GUIDE

LAGUARDIA COMMUNITY COLLEGE/CUNY

LAGUARDIA COMMUNITY COLLEGE

TRANSFER INFORMATION GUIDE

OFFICE OF THE DEAN OF FACULTY
1986

STATEMENT FROM THE DEAN OF FACULTY

The Transfer Information Guide developed with the help of colleagues in senior colleges recommends a program of study for every major that is designed to increase the number of credits that can be utilized toward meeting requirements for a Baccalaureate degree at a specific senior college. Through careful use of this Guide, you can select elective courses that will ultimately shorten the time it will take to achieve your advanced study goals. It is therefore in your best interest to use this Guide when you begin to choose electives within your particular program.

The Guide developed with the support of a grant from the Ford Foundation represents a significant step in the improvement of transfer from LaGuardia to four-year institutions. When used with care and the guidance of a faculty advisor or counselor, your plans to transfer to a four-year college can be made with confidence.

I sincerely hope you find this information useful.

Martin G. Moed
Vice President and
Dean of Faculty

FOREWORD

The publication of the Transfer Information Guide is part of LaGuardia Community College's commitment to provide students with accurate comprehensive information about the issues involved in transferring credits between community and four-year colleges. This information will enable students to put together the best possible combination of LaGuardia courses for transfer to specific four-year institutions. Concurrently, it encourages students to exercise greater responsibility in their academic and career decisions.

The development of the Transfer Information Guide has stimulated discussions in the academic departments on ways to enhance the transferability of our associate degrees. Members of our faculty have begun to meet with faculty from four-year colleges to strengthen program-to-program articulation and improve course equivalency. These contacts also serve to focus faculty attention on commonality of purpose and the goals of associate and baccalaureate programs.

Our primary goal is to increase the number of community college students who transfer to four-year colleges and attain the baccalaureate degree. The Guide is one step towards achievement of this objective.

ACKNOWLEDGEMENTS

The publication of the *Transfer Information Guide* is the result of the collaboration of many individuals within and outside of LaGuardia Community College. Without their expertise, patience and support, the *Guide* would not be a reality. Heartfelt thanks are extended to all.

Special recognition is due the Ford Foundation which provided generous support for the development of this *Guide* through its Urban Community College Transfer Opportunity Program. Alison Bernstein, Program Officer at Ford, played a key role in securing funding for LaGuardia's Transfer project.

Vice President Martin G. Moed was the primary force behind the *Transfer Information Guide*. It was he who conceived of the project and provided support, helpful suggestions and encouragement throughout the development of the *Guide*.

The members of the Articulation Committee (listed on Page vi) deserve special mention. Without their generous contribution and their belief in the importance of making transfer information accessible to faculty, counselors and students, the *Transfer Information Guide* would not have been completed.

The liaison persons at the senior colleges also deserve special recognition. They coordinated the evaluation of courses and meetings between faculties; they spent considerable time answering our queries and attending to all details. They are: Carol Berkins, Barbara Lambert (Baruch College); Joseph Fantozzi (Hunter College); Eileen J. Allman, Emita Hill (Lehman College); Marvin Taylor (Queens College); Camille Lazar (The College of Insurance); Armstrong M. Starkey, Regina Axelrod (Adelphi University); Johnemery Konecsni, Geraldine Chapey, Renee Rosa (St. John's University); Alan B. Chaves (Long Island University).

Thanks are also owed to Anita Penino, who maintained the data base and generated endless drafts of all documents; Michael Accordino and his staff who offered advice and support in the printing of this document; and Bill Freeland, who assisted with the cover and illustrations.

M.R.

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COMMITTEE ON TRANSFER AND ARTICULATION

Mary Lee Abkemeier
Rose Caro
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Joann Lanaro
Max Rodriguez, Chair
Beverly Rosendorf
Eleanor Q. Tignor

INTRODUCTION

The Transfer Information Guide is in three chapters, each representing a different sector of higher education: CUNY, SUNY and private four-year colleges. The chapters are divided into sections each of which contains information on a specific college.

While LaGuardia Community College graduates have always been admitted to four-year institutions, the colleges and universities featured in the Guide have developed special relationships with LaGuardia to insure that transferring students maximize the number of credits accepted toward a bachelor's degree. Clearly, LaGuardia views this effort as step one in a project whose goals are to expand the educational options for its graduates. Next year, therefore, the Guide will include more participating colleges and universities.

The Transfer Information Guide provides information based on course-by-course evaluations and articulation agreements made by LaGuardia and a four-year institution. It provides complete information on how a particular program of study transfers to a related program at a four-year college or university. In general, a student's choice of a senior college will shape the elective courses that he/she takes in meeting the requirements of the associate degree.

Since it takes time to reflect changes in the curriculum and in graduation requirements taking place at LaGuardia and at senior colleges, it is advisable to consult the latest copy of the appropriate senior college catalog. As a matter of fact, this document becomes the contract between students and the institution. Students are responsible for its content. Of particular interest are the sections dealing with admissions, cost of education, academic program information, and policies on transfer students. The Career and Transfer Resource Center, located in MB-65, makes available a large collection of current college catalogs.

HOW TO USE THE GUIDE

The Guide provides access to vital information for LaGuardia students who plan to transfer to four-year colleges and universities after graduation. Since requirements for a bachelor's degree vary from institution to institution, students should pay close attention to the optimal program of study described for each major/concentration. The optimal programs do two things: they meet LaGuardia's graduation requirements and simultaneously give students the most advantageous "package" of transfer credits at the senior college of their choice. The following paragraphs explain how to locate information on a particular college and how to use the course selection list and the transfer advisory notes.

LOCATING INFORMATION ABOUT A PARTICULAR COLLEGE OR UNIVERSITY

Information about a particular four-year college or university makes up a section within a chapter of the Guide. For example, Chapter One is dedicated to the City University of New York. Details about the transferability of LaGuardia's academic programs to Baruch College appear in the section dedicated to that senior college in the Guide. Accounting, Business Administration, Computer Science, Liberal Arts, and Office Technology/Executive Option are some of the programs of study featured in this section.

CONSULTING THE OPTIMAL PROGRAM OF STUDY

The Optimal Program of Study (OPS) has been prepared to help students maximize the number of credits that they will be able to transfer to a particular senior college. Each OPS lists all LaGuardia's graduation requirements along with elective courses that are accepted toward a bachelor's degree at that particular four-year college or university. It also indicates the balance of credits to be taken to complete the baccalaureate.

CONSULTING THE TRANSFER ADVISORY NOTES

The Transfer Advisory Notes are intended to alert students to the transferability of certain courses and to special conditions that must be met in order to be eligible for admission with junior status. For example, senior colleges will accept some courses as equivalent only if the entire sequence is completed prior to graduation from LaGuardia. Thus, Baruch will accept Introductory Ecomonics I and II but not Introductory Economics I alone. Junior and senior students must demonstrate appropriate levels of proficiency before they are allowed to register for advanced courses. In most cases, they may show proficiency by completing all prerequisite courses, by passing a higher level course in the sequence, or by passing a qualifying examination. It is suggested that transferring students check with the department offering the course they wish to take at the four-year institution. The Transfer Advisory notes are printed in the same order as that in which courses are listed in the Optimal Program of Study.

USING THE COURSE SELECTION LIST

The Course Selection List consists of LaGuardia courses that also meet general education requirements and electives at the four-year institutions. Each list is targeted for a specific four-year college or university.

CHAPTER 1

CITY UNIVERSITY OF NEW YORK

Bernard M. Baruch College
Hunter College
Herbert H. Lehman College
Queens College

CUNY Baccalaureate Degree

SECTION 1.1

Bernard M. Baruch College
17 Lexington Avenue
New York, NY 10010

Contact: Mr. Phillip Berg
Transfer Counselor

Telephone Number: (212) 728-3158

MAJORS

SCHOOL OF BUSINESS AND PUBLIC ADMINISTRATION

Accountancy
Economics
Executive Secretarial Administration
Finance and Investments
Industrial Psychology
Insurance
Management
Marketing
Office Administration and Technology
Public Administration
Statistics and Computer Information Systems

SCHOOL OF LIBERAL ARTS AND SCIENCES

Actuarial Science
Economics
English
Hebrew
History
Mathematics
Music
Philosophy
Political Science
Psychology
Religion and Culture
Sociology
Spanish
Statistics

SCHOOL OF EDUCATION

Business Subjects in Secondary Schools
Early Childhood Education (N-2)
Elementary Education (N-6)
Special Education
Mathematics in Secondary Schools

LaGuardia Community College

Optimal Program of Study: Accounting Curriculum

In addition to the required curriculum for an A.A.S. in Accounting, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Business Administration at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's liberal arts base requirements.

Acounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMA 201 - Intermediate Accounting I	3
AMA 202 - Intermediate Accounting II	3
AMA 210 - Cost Accounting I	3
AMA 211 - Cost Accounting II (take as unrestricted elective)	3
AMM 101 - Introduction to Business	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as unrestricted elective)	4

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II (take as liberal arts elective)	3

Liberal Arts Electives	4$

7 credits are required in this category. Since 3 credits will be taken in Introductory Economics II, 4 credits remain.

Unrestricted Electives	0

7 credits are required in this category. Since 3 credits will be taken in Cost Accounting II and 4 credits will be taken in Calculus I, 0 credits remain.

Total Credits	66

$See Course Selection List for School of Business and Public Administration Only (pp. 87-89) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

6 credits toward major requirements
15 credits toward business base requirements
20 credits toward liberal arts base requirements
3 credits toward liberal arts electives
9 credits toward free electives
Total: 53 credits

YOU MUST COMPLETE

18 credits to meet major requirements
15 credits to meet business base requirements
40 credits to meet liberal arts base requirements
2 credits to meet free electives
Total: 75 credits
Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ACC 1101-1102.

2. AMA 110 receives elective credit only. It may not be counted toward the B.B.A. degree.

3. Students must complete AMA 201-202 to receive credit for ACC 2303.

4. Students must complete AMA 210-211 to receive credit for ACC 2310.

5. AMA 150 and AMA 155 are considered upper division courses. Junior status (minimum 61 credits earned) is required to enroll in them. Students must complete a higher level course before each is accepted as transfer credit.

6. Coop Ed courses receive elective credit only. They may not be counted toward the B.B.A. degree.

7. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

   a. All students must take the WAT before registering for an English composition course.

   b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue.)

   c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

      - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

      - Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

   d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 2100	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 (ESL)	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

8. If students complete only MAT 120, a qualifying exam is required before credit is granted for STA 1015. If they complete MAT 120-121, they receive credit for STA 1015. STA 1015 is considered an elective only. It is therefore recommended that students complete MAT 201 at LaGuardia, since it is a prerequisite for all junior level accounting courses.

9. Students must pass the Mathematics Assessment Test before registering at Baruch.

10. Students must pass the Reading Assessment Test before registering at Baruch.

11. Students must complete SSE 101-102 to receive credit for ECO 1001-1002. SSE 101 by itself receives elective credit only. It may not be counted toward the B.B.A. degree.

12. Students must complete one year of a foreign language unless they have completed two years of a modern foreign language in high school or passed a two-year citywide or regents examination.

COURSE EVALUATION
Accounting Curriculum

LaGuardia		**Baruch**				
		Meets Major Req'ts.	Meets Bus.Base Req'ts.	Lib.Arts Base Req'ts.	Lib.Arts Electives	Free Electives
Accounting/Managerial Studies						
AMA 101-102-103	(6)	0	6	0	0	0
AMA 110	(3)	0	0	0	0	3
AMM 101	(3)	0	3	0	0	0
AMM 110	(3)	0	3	0	0	0
Business Electives						
AMA 201-202	(6)	3	0	0	0	0
AMA 210-211	(6)	3	0	0	0	0
Computer Information Systems						
BDP 100	(3)	0	3	0	0	0
Cooperative Education						
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0	9
English						
ENG 101	(3)	0	0	3	0	0
[illegible]G 102	(3)	0	0	3	0	0

Mathematics						
MAT 110	(3)	0	0	0	0	3
MAT 200	(4)	0	0	0	3	0
Social Science						
SSE 101-102	(6)	0	0	6	0	0
Liberal Arts						
Urban Study	(3)	0	0	3	0	0
Elective course	(1)	0	0	1	0	0
Unrestricted Electives						
Elective course	(4)	0	0	4	0	0
Total Credits	(66)					

						Total
Baruch Accepts	6	15	20	3	9 =	53
Excess Credits	6	0	0	1	6 =	13
						66

At least 128 credits are needed for the BBA at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 75 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Baruch.

LaGuardia Community College

Optimal Program of Study: Business Administration Curriculum

In addition to the required curriculum for an A.S. in Business Administration, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Business Administration at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's liberal arts base requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMM 101 - Introduction to Business	3
AMM 102 - Principles of Finance	3
AMM 103 - Principles of Management	3
AMM 104 - Principles of Marketing	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as Liberal Arts elective)	4

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II (take as liberal arts elective)	3

Liberal Arts	7-8$

14-15 credits are required in this category. Since 3 credits will be taken in Introductory Economics II, and 4 credits will be taken in Calculus I, 7-8 credits remain.

Total Credits	66-67

$See Course Selection List for School of Business and Public Administration Only (pp. 87-89) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

21 credits toward business base requirements
23-24 credits toward liberal arts base requirements
3 credits toward liberal arts electives
9 credits toward free electives

Total: 56-57 credits

YOU NEED TO COMPLETE

24 credits to meet major requirements
9 credits to meet business base requirements
36-37 credits to meet liberal arts base requirements
2 credits to meet free electives

Total: 71-72 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ACC 1101-1102.

2. AMA 110 receives elective credit only. It may not be counted toward the B.B.A. degree.

3. AMM 102 receives elective credit only. It may not be counted toward the B.B.A. degree.

4. AMM 103 is considered an upper division course. Junior status (minimum 61 credits earned) is required. Students must complete a higher level course before it is accepted as transfer credit.

5. AMA 104 is considered an upper division course. Students must complete a higher level course before it is accepted as transfer credit.

6. Coop Ed courses receive elective credit only. They may not be counted toward the B.B.A. degree.

7. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

   a. All students must take the WAT before registering for an English composition course.

   b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue.)

   c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

      - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

      - Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

   d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 2100	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 (ESL)	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in English 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

8. MAT 110 receives elective credit only. It may not be counted toward the B.B.A. degree.

9. Students must pass the Mathematics Assessment Test before registering at Baruch.

10. Students must pass the Reading Assessment Test before registering at Baruch.

11. Students must complete SSE 101-102 to receive credit for ECO 1001-1002. SSE 101 by itself receives elective credit only. It may not be counted toward the B.B.A. degree.

12. Students must complete one year of a foreign language unless they have completed two years of a modern foreign language in high school or passed a two-year citywide or regents examination.

COURSE EVALUATION
Business Administration Curriculum

LaGuardia		Baruch				
		Meets Major Req'ts.	Meets Bus.Base Req'ts.	Lib.Arts Base Req'ts.	Lib. Arts Electives	Free Electives
Accounting/Managerial Studies						
AMA 101-102-103	(6)	0	6	0	0	0
AMA 110	(3)	0	0	0	0	3
AMM 101	(3)	0	3	0	0	0
AMM 102	(3)	0	0	0	0	3
AMM 103	(3)	0	3	0	0	0
AMM 104	(3)	0	3	0	0	0
AMM 110	(3)	0	3	0	0	0
Computer Information Systems						
BDP 100	(3)	0	3	0	0	0
Cooperative Education						
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0	9
English						
ENG 101	(3)	0	0	3	0	0
ENG 102	(3)	0	0	3	0	0

Mathematics							
MAT 110	(3)	0	0	0	0	3	
MAT 200	(4)	0	0	0	3	0	
MAT 201	(4)	0	0	4	0	0	
Social Science							
SSE 101-102	(6)	0	0	6	0	0	
Liberal Arts							
Elective courses	(7-8)	0	0	7-8	0	0	
Total Credits	(66-67)						
							Total
Baruch Accepts		0	21	23-24	3	9 =	56-57
Excess Credits		0	0	0	1	9 =	10

							66-67

At least 128 credits are needed for the B.B.A. at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 71-72 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Baruch.

LaGuardia Community College

Optimal Program of Study: Business Management Curriculum

In addition to the required curriculum for an A.A.S. in Business Management Curriculum, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Business Administration at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's liberal arts base requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMM 101 - Introduction to Business	3
AMM 103 - Principles of Management	3
AMM 110 - Business Law	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as unrestricted elective)	4

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II (take as liberal arts elective)	3

Liberal Arts 6-9$

6-9 credits are required in this category. Since 3 credits will be taken in Introductory Economics II, 6 credits remain.

Unrestricted Electives 8-11$

12-15 credits are required in this category. Since 4 credits will be taken in Calculus I, 8-11 credits remain.

Total Credits 66

$See Course Selection List for School of Business and Public Administration Only (pp. 87-89) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

18 credits toward business base requirements
29-33 credits toward liberal arts base requirements
3 credits toward liberal arts electives
9-11 credits toward free electives

Total: 59 credits

YOU MUST COMPLETE

24 credits to meet major requirements
12 credits to meet business base requirements
33 credits to meet liberal arts base requirements

Total: 69 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ACC 1101-1102.

2. AMA 110 receives elective credit only. It may not be counted toward the B.B.A. degree.

3. AMM 103 is considered an upper division course. Junior status (minimum 61 credits earned) is required. Students must complete a higher level course before it is accepted as transfer credit.

4. Coop Ed courses receive elective credit only. They may not be counted toward the B.B.A. degree.

5. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

   a. All students must take the WAT before registering for an English composition course.

   b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue.)

   c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

      - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

      - Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

   d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 2100	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 (ESL)	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

6. MAT 110 receives elective credit only. It may not be counted toward the B.B.A. degree.

7. Students must pass the Mathematics Assessment Test before registering at Baruch.

8. Students must pass the Reading Assessment Test before registering at Baruch.

9. Students must complete SSE 101-102 to receive credit for ECO 1001-1002. SSE 101 by itself receives elective credit only. It may not be counted toward the B.B.A. degree.

10. Students must complete one year of a foreign language unless they have completed two years of a modern foreign language in high school or passed a two-year citywide or regents examination.

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COURSE EVALUATION
Business Management Curriculum

LaGuardia		Baruch				
		Meets Major Req'ts.	Meets Bus.Base Req'ts.	Lib.Arts Base Req'ts.	Lib. Arts Electives	Free Electives
Accounting/Managerial Studies						
AMA 101-102-102	(6)	0	6	0	0	0
AMA 110	(3)	0	0	0	0	3
AMM 101	(3)	0	3	0	0	0
AMM 103	(3)	0	3	0	0	0
AMM 110	(3)	0	3	0	0	0
Computer Information Systems						
BDP 100	(3)	0	3	0	0	0
Cooperative Education						
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0	9
English						
ENG 101	(3)	0	0	3	0	0
ENG 102	(3)	0	0	3	0	0

Mathematics							
MAT 110	(3)	0	0	0	0	3	
MAT 200	(4)	0	0	0	3	0	
MAT 201	(4)	0	0	4	0	0	
Social Science							
SSE 101-102	(6)	0	0	6	0	0	
Liberal Arts							
Elective course(s)	(3-6)	0	0	3-6	0	0	
Unrestricted Electives							
Elective courses	(8-11)	0	0	8-11	0	0	
Total Credits	(66)						
							Total
Baruch Accepts		0	18	29-33	3	9-11 =	59
Excess Credits		0	0	0	1	6 =	7

							66

At least 128 credits are needed for the B.B.A. at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 69 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Baruch.

Optimal Program of Study: Credit Management Curriculum

In addition to the required curriculum for an A.A.S. in Credit Management, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Business Administration at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's liberal arts base requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	3
AMA 110 - Accounting Applications for the Microcomputer	3
AMM 101 - Introduction to Business	3
AMM 103 - Principles of Management	3
AMM 110 - Business Law I	3
AMM 140 - Introduction to Credit Management	3
* Principles of Commercial Credit & Collection	2
* Financial Statement Analysis	2
* Accounts Receivable Financing	2

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

*Courses taken at New York Institute of Credit

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as liberal arts elective)	4

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II (take as liberal arts elective)	3

Liberal Arts 2$

9 credits are required in this category. Since 3 credits will be taken in Introductory Economics II, and 4 credits will be taken in Calculus I, 2 credits remain.

Unrestricted Electives 3$

3 credits are required in this category.

Total Credits 66

$See Course Selection List for School of Business and Public Administration Only (pp. 87-89) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

18 credits toward business base requirements
21 credits toward liberal arts base requirements
3 credits toward liberal arts electives
9 credits toward free electives
Total: 51 credits

YOU MJST COMPLETE

24 credits to meet major requirements
12 credits to meet business base requirements
39 credits to meet liberal arts base requirements
2 credits to meet free electives
Total: 77 credits
Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ACC 1101-1102.

2. AMA 110 receives elective credit only. It may not be counted toward the B.B.A. degree.

3. AMM 103 is considered an upper division course. Junior status (minimum 61 credits earned) is required. Students must complete a higher level course before it is accepted as transfer credits.

4. AMM 140 receives elective credit only. It may not be counted toward the B.B.A. degree.

5. Courses taken at New York Institute of Credit were not evaluated. Suppose elective credit only.

6. Coop Ed courses receive elective credit only. They may not be counted toward the B.B.A. degree.

7. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing SKills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

    a. All students must take the WAT before registering for an English composition course.

    b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue.)

    c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

        - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

        - Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

    d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 2100	2
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 (ESL)	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 Or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

8. MAT 110 receives elective credit only. It may not be counted toward the B.B.A. degree.

9. Students must pass the Mathematics Assessment Test before registering at Baruch.

10. Students must pass the Reading Assessment Test before registering at Baruch.

11. Students must complete SSE 101-102 to receive credit for ECO 1001-1002. SSE 101 by itself receives elective credit only. It may not be counted toward the B.B.A. degree.

12. Students must complete one year of a foreign language unless they have completed two years of a modern foreign language in high school or passed a two-year citywide or regents examination.

COURSE EVALUATION
Credit Management Curriculum

LaGuardia		**Baruch**				
		Meets Major Req'ts.	Meets Bus.Base Req'ts.	Lib.Arts Base Req'ts.	Lib. Arts Electives	Electives
Accounting/Managerial Studies						
AMA 101-102-103	(6)	0	6	0	0	0
AMA 110	(3)	0	0	0	0	3
AMM 101	(3)	0	3	0	0	0
AMM 103	(3)	0	3	0	0	0
AMM 110	(3)	0	3	0	0	0
AMM 140	(3)	0	0	0	0	3
***	(6)	0	0	0	0	6
Computer Information Systems						
BDP 100	(3)	0	3	0	0	0
Cooperative Education						
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0	9
English						
ENG 101	(3)	0	0	3	0	0
ENG 102	(3)	0	0	3	0	0

Mathematics						
MAT 110	(3)	0	0	0	0	3
MAT 200	(4)	0	0	0	3	0
MAT 201	(4)	0	0	4	0	0
Social Science						
SSE 101-102	(6)	0	0	6	0	0
Liberal Arts						
Elective course	(2)	0	0	2	0	0
Unrestricted Electives						
Urban Study course	(3)	0	0	3	0	0
Total Credits	(67)					

							Total
Baruch Accepts	0	18	21	3	9	=	51
Excess Credits	0	0	0	1	15	=	16
							67

At least 128 creuits are needed for the B.B.A. at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 77 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Baruch.

***Courses taken at New York Institute of Credit

LaGuardia Community College

Optimal Program of Study: Computer Science Curriculum

In addition to the required curriculum for an A.S. in Computer Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Business Administration at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's liberal arts base requirements.

Accounting/Managerial Studies

AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 101 - Introduction to Computer Science	4
BDP 195 - Structured Programming with COBOL	4
BDP 196 - BAL For Computer Science	5
BDP 210 - PL/1 Programming (take as Computer Information Systems elec.)	3
BDP 285 - Pascal Programming (take as Computer Information Systems elec.)	3
BDP 295 - Computer Architecture	4

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 200 - Precalculus	3-4
or	
MAT 204 - Elementary Differential Equations	
or	
MAT 210 - Linear Algebra	
MAT 201 - Calculus I	4
MAT 202 - Calculus II	4
MAT 203 - Calculus III	4
MAT 230 - Introduction to Discrete Mathematics	4

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts Electives 3$

3 credits are required in this category.

Total Credits 66

$See Course Selection List for School of Business and Public Administration Only (pp. 87-89) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

6 credits toward major requirements
6 credits toward business base requirements
21 credits toward liberal arts base requirements
3 credits toward liberal arts electives
11 free electives

Total: 47 credits

YOU MUST COMPLETE

18 credits to meet major requirements
24 credits to meet business base requirements
39 credits to meet liberal arts base requirements

Total: 81 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed courses receive elective credit only. They may not be counted toward the B.B.A. degree.

2. Students must complete BDP 106, BDP 210 and BDP 220 to receive credit for STA 3362. BDP 210 by itself receives elective credit only. It may not be counted toward the B.B.A. degree.

3. BDP 285 receives elective credit only. It may not be counted toward the B.B.A. degree.

4. BDP 295 receives elective credit only. It may not be counted toward the B.B.A. degree.

5. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

    a. All students must take the WAT before registering for an English composition course.

    b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue.)

    c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

        - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

        - Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

    d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 2100	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 (ESL)	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

6. Students must pass the Mathematics Assessment test before registering at Baruch.
7. Students must pass the Reading Assessment test before registering at Baruch.
8. SSI 100 receives elective credit only. It may not be counted toward the B.B.A. degree.
9. Students must complete one year of a foreign language unless they have completed two years of a modern foreign language in high school or passed a two-year citywide or regents examination.

COURSE EVALUATION
Computer Science Curriculum

LaGuardia		**Baruch**				
		Meets Major Req'ts.	**Meets Bus.Base Req'ts.**	**Lib. Arts Base Req'ts.**	**Lib. Arts Electives**	**Free Electives**
Accounting/Managerial Studies Required						
AMM 101	(3)	0	3	0	0	0
Computer Information Systems						
BDP 101	(4)	0	3	0	0	0
BDP 105	(4)	3	0	0	0	0
BDP 196	(5)	3	0	0	0	0
BDP 210	(3)	0	0	0	0	3
BDP 285	(3)	0	0	0	0	3
BDP 295	(4)	0	0	0	0	4
Cooperative Education						
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0	9
English						
ENG 101	(3)	0	0	3	0	0
ENG 102	(3)	0	0	3	0	0

Mathematics

MAT 200 or 204 or 210	(3-4)	0	0	0	3	0
MAT 201	(4)	0	0	4	0	0
MAT 202	(4)	0	0	4	0	0
MAT 203	(4)	0	0	4	0	0
MAT 230	(4)	0	0	0	0	4

Social Science

SSI 100	(3)	0	0	0	0	3

Liberal Arts

Urban Study	(3)	0	0	3	0	0

Total Credits (66-67)

							Total
Baruch Accepts	6	6	21	3	11	=	47
Excess Credits	3	1	0	0-1	15	=	19-20
							66-67

At least 128 credits are needed for the BBA at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 81 credits in addition to their Associate degree (66-67 credits) to meet graduation requirements at Baruch.

LaGuardia Community College

Optimal Program of Study: Computer Operations Curriculum

In addition to the required curriculum for an A.A.S. in Computer Operations, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Business Administration at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's liberal arts base requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III (take as unrestricted elective)	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3
BDP 106 - COBOL Programming I	3
BDP 108 - RPG Programming	3
BDP 120 - System/370 Assembler Language I	3
BDP 200 - COBOL Programming II (take as Computer Information Systems Elec.)	3
BDP 230 - Operating Systems	3
BDP 270 - Computer Operations I	3
BDP 275 - Computer Operations II	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English/Humanities

ENG 101 - Composition I	3
ENG 102 - Composition II (take as English or Humanities elective)	3

Mathematics

MAT 110 - Algebra or MAT 200 - Precalculus	3-4
MAT 201 - Calculus I (take as Math elective)	4

Social Science

SSI 101 - Introduction to Social Science	3

Liberal Arts Electives	5$

5 credits are required in this category.

Unrestricted Electives	4$

6 credits are required in this category. Since 2 credits will be taken in Principles of Accounting III, 4 credits remain.

Total Credits 66

$See Course Selection List for School of Business and Public Administration Only (pp. 87-89) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

6 credits toward major requirements
12 credits toward business base requirements
15-19 credits toward liberal arts base requirements
3 credits toward liberal arts electives
11 credits toward free electives
Total: 47-51 credits

YOU MUST COMPLETE

18 credits to meet major requirements
18 credits to meet business base requirements
41-45 credits to meet liberal arts base requirements
Total: 77-81 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ACC 1101-1102.

2. Coop Ed courses receive elective credit only. They may not be counted toward the B.B.A. degree.

3. Students must complete BDP 100 and BDP 106 to receive credit for STA 2357. BDP 106 by itself receives elective credit only. It may not be counted toward the B.B.A. degree.

4. BDP 108 receives elective credit only. It may not be counted toward the B.B.A. degree.

5. BDP 120 receives elective credit only. It may not be counted toward the B.B.A. degree.

6. Students must complete BDP 106 and BDP 200 to receive credit for STA 2358. BDP 200 by itself receives elective credit only. It may not be counted toward the B.B.A. degree.

7. BDP 230 receives elective credit only. It may not be counted toward the B.B.A. degree.

8. BDP 270 receives elective credit only. It may not be counted toward the B.B.A. degree.

9. BDP 275 receives elective credit only. It may not be counted toward the B.B.A. degree.

10. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

    a. All students must take the WAT before registering for an English composition course.

    b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue.)

c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

- Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

- Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 2100	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 (ESL)	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

11. Students must pass the Mathematics Assessment Test before registering at Baruch.

12. Students must pass the Reading Assessment Test before registering at Baruch.

13. SSI 100 receives elective credit only. It may not be counted toward the B.B.A. degree.

14. Students must complete one year of a foreign language unless they have completed two years of a modern foreign language in high school or passed a two-year citywide or regents examination.

COURSE EVALUATION
Computer Operations Curriculum

LaGuardia		Baruch				
		Meets Major Req'ts.	Meets Bus.Base Req'ts.	Lib. Arts Base Req'ts.	Lib. Arts Electives	Free Electives
Accounting/Managerial Studies Required						
AMA 101-102-103	(6)	0	6	0	0	0
AMM 101	(3)	0	3	0	0	0
Computer Information Systems						
BDP 100	(3)	0	3	0	0	0
BDP 106	(3)	3	0	0	0	0
BDP 108	(3)	0	0	0	0	3
BDP 120	(3)	0	0	0	0	3
BDP 200	(3)	3	0	0	0	0
BDP 230	(3)	0	0	0	0	3
BDP 270	(3)	0	0	0	0	3
BDP 275	(3)	0	0	0	0	3
Cooperative Education						
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0	9
English/Humanities						
ENG 101	(3)	0	0	3	0	0
ENG 102	(3)	0	0	3	0	0

Mathematics						
MAT 110 or	(3)	0	0	0	0	3
MAT 200	(4)	0	0	0	3	0
MAT 201	(4)	0	0	4	0	0
Social Science						
SSI 100	(3)	0	0	0	0	3
Liberal Arts						
Urban Study	(3)	0	0	3	0	0
Elective course	(2)	0	0	2	0	0
Unrestricted Electives						
Elective courses	(4)	0	0	4	0	0

Total Credits (66-68)

						Total
Baruch Accepts	6	12	15-19	3	11 =	47-51
Excess Credits	0	0	0	1	16-19 =	17-20
						----- 66-68

At least 128 credits are needed for the BBA at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 77-81 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Baruch.

LaGuardia Community College

Optimal Program of Study: Computer Programming Curriculum

In addition to the required curriculum for an A.A.S. in Computer Programming, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Business Administration at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's liberal arts base requirements.

Accounting/Managerial Studies

AMA 101	Principles of Accounting I	2
AMA 102	Principles of Accounting II	2
AMA 103	Principles of Accounting III (take as unrestricted elective)	2
AMM 101	Introduction to Business	3

Computer Information Systems

BDP 100	Introduction to Data Processing	3
BDP 106	COBOL Programming I	3
BDP 110	Systems Analysis and Design	3
BDP 120	System/370 Assembler Language I	3
BDP 121	System/370 Assembler Language II	3
BDP 200	COBOL Programming II	3
BDP 210	PL/I Programming (take as Computer Information Systems elec.)	3
BDP 220	Fortran Programming (take as unrestricted elective)	3
BDP 230	Operating Systems	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English/Humanities

ENG 101	Composition I	3
ENG 102	Composition II (take as English or Humanities elective)	3

Mathematics

MAT 110 - Algebra or MAT 200 - Precalculus	3-4
MAT 201 - Calculus I	4

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts Electives 5$

5 credits are required in this category.

Unrestricted Electives 1$

6 credits are required in this category. Since 5 credits will be taken in Principles of Accounting III and Fortran Programming, 1 credit remains.

Total Credits 66

$See Course Selection List for School of Business and Public Administration only (pp. 87-89) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

15 credits toward major requirements
12 credits toward business base requirements
12-16 credits toward liberal arts base requirements
3 credits toward liberal arts electives
11 credits toward free electives

Total: 53-57 credits

YOU MUST COMPLETE

9 credits to meet major requirements
18 credits to meet business base requirements
44-48 credits to meet liberal arts base requirements

Total: 71-75 credits
Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ACC 1101-1102.

2. Coop Ed courses receive elective credit only. They may not be counted toward the B.B.A. degree.

3. Students must complete BDP 100 and BDP 106 to receive credit for STA 2357. BDP 106 by itself receives elective credit only. It may not be counted toward the B.B.A. degree.

4. BDP 110 receives elective credit only. It may not be counted toward the B.B.A. degree.

5. Students must complete BDP 120-121 to receive credit for STA 3363. BDP 120 by itself receives elective credit only. It may not be counted toward the B.B.A. degree.

6. Students must complete BDP 106 and BDP 200 to receive credit for STA 2358. BDP 200 by itself receives elective credit only. It may not be counted toward the B.B.A. degree.

7. BDP 230 receives elective credit only. It may not be counted toward the B.B.A. degree.

8. Students must complete BDP 106, BDP 210 and BDP 220 to receive credit for STA 3362. In addition, a qualifying exam is necessary for BDP 220.

9. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

    a. All students must take the WAT before registering for an English composition course.

    b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue.)

    c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

        - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

- Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 2100	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 (ESL)	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

10. MAT 110 receives elective credit only. It may not be counted toward the B.B.A. degree.

11. Students must pass the Mathematics Assessment Test before registering at Baruch.

12. Students must pass the Reading Assessment Test before registering at Baruch.

13. SSI 100 receives elective credit only. It may not be counted toward the B.B.A. degree.

14. Students must complete one year of a foreign language unless they have completed two years of a modern foreign language in high school or passed a two-year citywide or regents examination.

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COURSE EVALUATION
Computer Programming Curriculum

LaGuardia		**Baruch**				
		Meets Major Req'ts.	**Meets Bus.Base Req'ts.**	**Lib. Arts Base Req'ts.**	**Lib. Arts Electives**	**Free Electives**
Accounting/Managerial Studies Required						
AMA 101-102-103	(6)	0	6	0	0	0
AMM 101	(3)	0	3	0	0	0
Computer Information Systems						
BPD 100	(3)	0	3	0	0	0
BDP 106	(3)	3	0	0	0	0
BDP 110	(3)	0	0	0	0	3
BDP 120	(3)	0	0	0	0	3
BDP 121	(3)	3	0	0	0	0
BDP 200	(3)	3	0	0	0	0
BDP 230	(3)	0	0	0	0	3
Computer Information Systems Electives						
BDP 210	(3)	3	0	0	0	0
BDP 220	(3)	3	0	0	0	0
Cooperative Education						
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0	9

English/Humanities							
ENG 101	(3)	0	0	3	0	0	
ENG 102	(3)	0	0	3	0	0	
Mathematics							
MAT 110	(3)	0	0	0	0	3	
or							
MAT 200	(4)	0	0	0	3	0	
MAT 201	(4)	0	0	4	0	0	
Social Science							
SSI 100	(3)	0	0	0	0	3	
Liberal Arts							
Urban Study	(3)	0	0	3	0	0	
Elective course	(2)	0	0	2	0	0	
Unrestricted Electives							
Elective course	(1)	0	0	1	0	0	
Total Credits	(66-68)						**Total**
	Baruch Accepts	15	12	12-16	3	11 =	53-57
	Excess Credits	0	0	0	1	10-13 =	11-14

							66-68

At least 128 credits are needed for the B.B.A. at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 71-75 credits in addition to their Associate degree (66-68 credits) to meet graduation requirements at Baruch.

LaGuardia Community College

Optimal Program of Study: Liberal Arts Curriculum

In addition to the required curriculum for an A.A. in Liberal Arts, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's liberal arts base requirements.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English (Writing)

ENG 101 - Composition I	3
ENG 102 - Composition II	3
ENG 103 - The Research Paper	2

English/Humanities

One English elective	3$
One Humanities elective	3$
One English or Humanities elective	3$

Liberal Arts

LIB 200 - Humanism and Technology	3
Two or three electives from English, Humanities Mathematics, Natural Sciences, Social Science	7$

Mathematics/Natural Sciences

One Mathematics elective	3-4$
One Natural Sciences laboratory elective	3$
One Mathematics or Natural Sciences elective	3-4$

Social Science

SSI 100 - Introduction to Social Science	3
Two Social Science electives	6$

Unrestricted Electives 12$

12 credits are required in this category.

Total Credits 66

$See Course Selection List for School of Liberal Arts and Sciences only (pp. 93-96) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

49 credits toward liberal arts base requirements
11 credits toward free electives

Total: 60 credits

YOU MUST COMPLETE

24 credits to meet major requirements
5 credits to meet liberal arts base requirements
12 credits to meet minor requirements
27 credits to meet free electives

Total: 68 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed courses receive elective credit only. They may not be counted toward the B.A. degree.

2. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

   a. All students must take the WAT before registering for an English composition course.

   b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement (Room 920, 17 Lexington Avenue).

   c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

      - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

      - Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

   d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 2100	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 ESL	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

3. ENG 103 receives elective credit only. It may not be counted toward the B.A. degree.

4. LIB 200 receives elective credit only. It may not be counted toward the B.A. degree.

5. SSI 100 receives elective credit only. It may not be counted toward the B.A. degree.

6. Students must pass the Mathematics Assessment Test before registering at Baruch.

7. Students must pass the Reading Assessment Test before registering at Baruch.

8. Students must complete one year of a foreign language unless they have completed two years of a modern foreign language in high school or passed a two-year citywide or regents examination.

COURSE EVALUATION

Liberal Arts Curriculum

LaGuardia		Baruch			
		Meets Major Req't.	Lib.Arts Base Req't'.	Lib.Arts Elective	Free Elective
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	0	3	0	0
ENG 102	(3)	0	3	0	0
ENG 103	(2)	0	0	0	2
English/Humanities					
ENG Elective	(3)	0	3	0	0
HUM Elective	(3)	0	3	0	0
ENG or HUM Elect.	(3)	0	3	0	0
Liberal Arts					
LIB 200	(3)	0	0	0	3
Elective courses	(7)	0	7	0	0

Mathematics/Natural and Applied Sciences					
Math Elective	(3-4)	0	3-4	0	0
NAS Elective	(3)	0	3	0	0
Math or NAS Elective	(3-4)	0	3-4	0	0
Social Science					
SSI 100	(3)	0	0	0	3
Elective courses	(6)	0	6	0	0
Unrestricted Electives					
Urban Study	(3)	0	3	0	0
Elective courses	(9)	0	7-9	0	0
Total Credits	(66)				

					Total
Baruch Accepts	0	49	0	11 =	60
Excess Credits	0	0	0	6 =	6

					66

At least 128 credits are needed for the B.A. at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 68 credits in addition to their Associate degree (66) credits to meet graduation requirements at Baruch.

LaGuardia Community College

Optimal Program of Study: Liberal Arts and Science Curriculum

In addition to the required curriculum for an A.S. in Liberal Arts and Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's liberal arts base requirements.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English (Writing)

ENG 101 - Composition I	3
ENG 102 - Composition II	3

English/Humanities

Two English/Humanities electives	6$

Liberal Arts

LIB 200 - Humanism and Technology	3

Mathematics/Natural and Applied Sciences

One Mathematics elective	3-4$
One Natural Sciences laboratory elective	4$
Seven Mathematics or Natural Sciences electives	21$

Social Science

SSI 100 - Introduction to Social Science	3
Two Social Science electives	6$

Unrestricted Electives	6$
6 credits are required in this category.	
Total Credits	66

$See Course Selection List for School of Liberal Arts and Sciences Only (pp. 93-96) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

51 credits toward liberal arts base requirements
11 credits toward free electives

Total: 62 credits

YOU MUST COMPLETE

24 credits to meet major requirements
3 credits to meet liberal arts base requirements
12 credits to meet minor requirements
27 credits to meet free electives

Total: 66 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed courses receive elective credit only. They may not be counted toward the B.A. degree.

2. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fuflfilled the English composition requirement. If not, please note the following:

   a. All students must take the WAT before registering for an English composition course.

   b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue)

   c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

      - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

      - Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

   d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 210	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 ESL	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152. Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

3. ENG 103 receives elective credit only. It may not be counted toward the B.A. degree.

4. LIB 200 receives elective credit only. It may not be counted toward the B.A. degree.

5. SSI 100 receives elective credit only. It may not be counted toward the B.A. degree.

6. Students must pass the Mathematics Assessment Test before registering at Baruch.

7. Students must pass the Reading Assessment Test before registering at Baruch.

8. Students must complete one year of a foreign language unless they have completed two years of a modern foreign language in high school or passed a two-year citywide or regents examination.

COURSE EVALUATION

Liberal Arts and Science Curriculum

LaGuardia		Baruch			
		Meets Major Req't.	Lib.Arts Base Req't.	Lib.Arts Elective	Free Elective
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
Engish					
ENG 101	(3)	0	3	0	0
ENG 102	(3)	0	3	0	0
English/Humanities					
ENG/HUM electives	(6)	0	6	0	0
Liberal Arts					
LIB 200	(3)	0	0	0	3
Mathematics/Natural and Applied Sciences					
Math elective	(3-4)	0	3-4	0	0
NAS elective	(3)	0	3	0	0
Math or NAS Electives	(21)	0	21	0	0

Social Science						
SSI 100	(3)	0	0	0	3	
Elective courses	(6)	0	6	0	0	
Unrestricted Electives						
Urban Study	(3)	0	3	0	0	
Elective course	(3)	0	3	0	0	
Total Credits	(66)					
						Total
Baruch Accepts		0	51	0	11 =	62
Excess Credits		0	0	0	4 =	4
						66

At least 128 credits are needed for the B.A. at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 66 credits in addition to their Associate degree (66) credits to meet graduation requirements at Baruch.

Optimal Program of Study: Administrative Office Assistant Curriculum

In addition to the required curriculum for an A.A.S. in Secretarial Science/Administrative Office Assistant, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Education at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's common core and basic elective requirements.

Accounting/Managerial Studies

AMA 120 - Secretarial Accounting	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3
ENG 103 - Writing the Research Paper	2

Humanities

HUC 101 - Oral Communication	3
*HUC 106 - Public Speaking	(3)

Mathematics/Natural and Applied Sciences

MAT or Science Elective	3$

Office Technology/Secretarial Science

SEC 100, 110, 120 - Stenography I, II, III - Gregg or	7
SEC 101, 111, 121 - Stenography I, II, III - Pitman	7
SEC 140-141-142 - Typewriting I, II, III	6
SEC 145 - Word Processing I	2
SEC 147 - Administration of Word Processing Center	3
SEC 200-201 - Office Techniques & Trends I, II	4

Social Science

SSI 100 - Introduction to Social Science	3
*SSY 101 - General Psychology	(3)

Liberal Arts Electives	3$

3 credits are required in this category.

Unrestricted Electives	4$

4 credits are required in this category.

Total Credits	66

*Choose either HUC 106 or SSY 101.
$See Course Selection List for School of Education Only (pp. 90-92) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

	4	credits toward major requirements
	15	credits toward common core requirements
	20	credits toward free electives
Total:	39	credits

YOU MUST COMPLETE

	32	credits to meet major requirements
	26	credits to meet common core requirements
	15	credits to meet basic courses
	14	credits to meet advanced professional course requirements
	2-4	credits to meet specialization
Total:	89	credits
Grand Total:	128	credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. AMA 120 receives elective credit only. It may not be counted toward the B.S. degree.

2. Coop Ed courses receive elective credit only. They may not be counted toward the B.S. degree.

3. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

   a. All students must take the WAT before registering for an English composition course.

   b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue.)

   c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

      - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

      - Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

   d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

   Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 2100	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 (ESL)	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

4. ENG 103 receives elective credit only. It may not be counted toward the B.S. degree.

5. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.

6. SEC 120 receives elective credit only. It may not be counted toward the B.S. degree.

7. SEC 121 receives elective credit only. It may not be counted toward the B.S. degree.

8. SEC 103, 113, 123 receive elective credit only. They may not be counted toward the B.S. degree.

9. SEC 140, 141, 142 receive elective credit only. They may not be counted toward the B.S. degree.

10. SEC 145 receives elective credit only. It may not be counted toward the B.S. degree.

11. SEC 147 receives elective credit only. It may not be counted toward the B.S. degree.

12. SEC 200, 201 receive elective credit only. They may not be counted toward the B.S. degree.

13. Students must pass the Mathematics Assessment Test before registering at Baruch.

14. Students must pass the Reading Assessment Test before registering at Baruch.

15. Students must complete one year of Spanish 1001-1002 or their equivalent. Students with more than two years of high school Spanish or those whose native or second language is Spanish have the option of taking and passing a proficiency examination or taking a Spanish language course at a higher level, approved by the Department of Romance Languages.

COURSE EVALUATION
Administrative Office Assistant Curriculum

LaGuardia		**Baruch**				
		Meets Major Req'ts.	Meets Common Core Req'ts.	Advanced Prof. Courses	Basic Electives	Free Electives
Accounting/Managerial Studies Required						
AMA 120	(2)	0	0	0	0	2
AMM 101	(3)	0	0	0	0	3
Computer Information Systems						
BDP 100	(3)	0	0	0	0	3
Cooperative Education						
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0	9
English						
ENG 101	(3)	0	3	0	0	0
ENG 102	(3)	0	3	0	0	0
ENG 103	(2)	0	0	0	0	2
Humanities						
HUC 101	(3)	0	3	0	0	0
*HUC 106	(3)	0	0	0	0	3
Mathematics/Natural & Applied Sciences						
th or NAS elec.	(3)	0	3	0	0	0

Office Technology/ Secretarial Science								
SEC 100-110-120 or	(7)	4	0	0	0	3		
SEC 101-111-121	(7)	4	0	0	0	3		
SEC 140-141-142	(6)	0	0	0	0	6		
SEC 145	(2)	0	0	0	0	2		
SEC 147	(3)	0	0	0	0	3		
SEC 200-201	(4)	0	0	0	0	4		
Social Science								
SSI 100	(3)	0	0	0	0	3		
*SSY 101	(3)	0	0	0	0	3		
Liberal Arts								
Elective course	(3)	0	3	0	0	0		
Unrestricted Electives								
Urban Study course	(3)	0	0	0	0	3		
Elective course	(1)	0	0	0	0	1		
Total Credits	(66)							
								Total
Baruch Accepts		4	15	0	0	20	=	39
Excess Credits		0	0	0	0	27	=	27

								66

*Choose either HUC 106 or SSY 101.

At least 128 credits are needed for the B.S. at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 89 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Baruch.

LaGuardia Community College

Optimal Program of Study: Bilingual Concentration Curriculum

In addition to the required curriculum for an A.A.S. in Secretarial Science/Bilingual Concentration, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Education at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's common core and basic elective requirements.

Accounting/Managerial Studies

AMM 101 - Introduction to Business	3
AMM 120 - Office and Personnel Management	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Humanities

HUS 210 - Advanced Spanish Composition	3
HUS 220 - Commercial Spanish	3

Mathematics/Natural and Applied Sciences

Elective course	3§

Office Technology/Secretarial Science

SEC 100, 110, 120	- Stenography I, II, III - Gregg	7
SEC 105, 115	- Spanish Stenography I, II	4
SEC 140-141-142	- Typewriting I, II, III	6
SEC 200-201	- Office Techniques & Trends I, II	4
SEC 218-219	- Bilingual Transcription I, II	8

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts 1-4$

One to four credits are required in this category.

Total Credits 66

$See Course Selection List for School of Education Only (pp. 90-92) for appropriate choice

* * *

BARUCH COLLEGE ACCEPTS

15 credits toward major requirements
12 credits toward common core requirements
20 credits toward free electives

Total: 47 credits

YOU MUST COMPLETE

21 credits to meet major requirements
29 credits to meet common core requirements
14 credits to meet advanced professional courses requirement
2-4 credits to meet specialization requirements
15 credits to meet basic courses

Total: 81 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed courses receive elective credit only. They may not be counted toward the B.S. degree.

2. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

   a. All students must take the WAT before registering for an English composition course.

   b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue.)

   c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

      - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

      - Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

   d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 2100	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 (ESL)	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

3. SEC 120 receives elective credit only. It may not be counted toward the B.S. degree.

4. SEC 200-201 receive elective credit only. They may not be counted toward the B.S. degree.

5. SEC 219 receives elective credit only. It may not be counted toward the B.S. degree.

6. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.

7. Students must pass the Mathematics Assessment Test before registering at Baruch.

8. Students must pass the Reading Assessment Test before registering at Baruch.

9. Students must take one year of Spanish 1001-1002 or their equivalent. Students with more than two years of high school Spanish or those whose native or second language is Spanish have the option of taking and passing a proficiency examination or taking a Spanish language course at a higher level, approved by the Department of Romance Languages.

COURSE EVALUATION
Bilingual Concentration Curriculum

LaGuardia		**Baruch**				
		Meets Major Req'ts.	Common Core Req'ts.	Advanced Prof. Courses	Basic Electives	Free Electives
Accounting/Managerial Studies Required						
AMM 101	(3)	0	0	0	0	3
AMM 120	(3)	3	0	0	0	0
Cooperative Education						
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0	9
English						
ENG 101	(3)	0	3	0	0	0
ENG 102	(3)	0	3	0	0	0
Humanities						
HUS 210	(3)	0	3	0	0	0
HUS 220	(3)	0	0	0	0	3
Mathematics/Natural and Applied Sciences						
Elective course	(3)	0	3	0	0	0

Office Technology/ Secretarial Science							
SEC 100, 110, 120	(7)	4	0	0	0	3	
SEC 105, 115	(4)	4	0	0	0	0	
SEC 140-141-142	(6)	0	0	0	0	6	
SEC 200-201	(4)	0	0	0	0	4	
SEC 218-219	(8)	4	0	0	0	4	
Social Science							
SSI 100	(3)	0	0	0	0	3	
Liberal Arts							
Urban Study course	(3)	0	0	0	0	3	
Elective course	(1)	0	0	0	0	1	
Total Credits	66						
							Total
Baruch Accepts		15	12	0	0	20	= 47
Excess Credits		0	0	0	0	19	= 19

							66

At least 128 credits are needed for the B.S. at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 81 credits in addition to their Associate degree (66) credits to meet graduation requirements at Baruch.

LaGuardia Community College

Optimal Program of Study: Executive Curriculum

In addition to the required curriculum for an A.A.S. in Secretarial Science/Executive, the *Optimal Program of Study* includes courses that increase the number of credits accepted for a Bachelor of Science in Education at Baruch College. The *Transfer Advisory Notes* will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The *Course Selection List* shows those LaGuardia courses that meet Baruch College's common core and basic courses requirements.

Accounting/Managerial Studies

AMM 101 - Introduction to Business	3
AMM 120 - Office and Personnel Management	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics/Natural and Applied Sciences

One elective course	3$

Office Technology/Secretarial Science

SEC 100, 110, 120 - Stenography I, II, III - Gregg	7
or	
SEC 101, 111, 121 - Stenography I, II, III - Pitman	7
SEC 140-141-142 - Typewriting I, II, III	6
SEC 200-201 - Office Techniques and Trends, I, II	4
SEC 210, 216 - Transcription I, II - Gregg	6
or	
SEC 211, 221 - Transcription I, II - Pitman	6

Social Science

SSI 100 - Introduction to Social Science 3

Liberal Arts 11$

11 credits are required in this category.

Unrestricted Electives 5$

5 credits are required in this category.

Total Credits 66

$See Course Selection List for School of Education only (pp. 90-92) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

10 credits toward major requirements
20 credits toward common core requirements
20 credits toward free electives

Total: 50 credits

YOU MUST COMPLETE

26 credits to meet major requirements
21 credits to meet common core requirements
14 credits to meet advanced professional courses requirement
2-4 credits to meet specialization
15 credits to meet basic courses

Total: 78 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed courses receive elective credit only. They may not be counted toward the B.S. degree.

2. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English Composition requirement. If not, please note the following:

   a. All students must take the WAT before registering for an English composition course.

   b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue.)

   c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

      - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

      - Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

   d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

   Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 2100	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 (ESL)	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

   Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

3. SEC 140 receives elective credit only. It may not be counted toward the B.S. degree.

4. SEC 120 receives elective credit only. It may not be counted toward the B.S. degree.

5. SEC 121 receives elective credit only. It may not be counted toward the B.S. degree.

6. SEC 200-201 receive elective credit only. They may not be counted toward the B.S. degree.

7. SEC 216 receives elective credit only. It may not be counted toward the B.S. degree.

8. SEC 221 receives elective credit only. It may not be counted toward the B.S. degree.

9. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.

10. Students must pass the Mathematics Assessment Test before registering at Baruch.

11. Students must pass the Reading Assessment Test before registering at Baruch.

12. Students must complete one year of Spanish 1001-1002 or their equivalent. Students with more than two years of high school Spanish or those whose native or second language is Spanish have the option of taking and passing a proficiency examination or taking a Spanish language course at a higher level, approved by the Department of Romance Languages.

COURSE EVALUATION
Executive Curriculum

LaGuardia		Baruch				
		Meets Major Req'ts.	Common Core Req'ts.	Advanced Prof. Courses	Basic Courses	Free Electives
Accounting/Managerial Studies						
AMM 101	(3)	0	0	0	0	3
AMM 120	(3)	3	0	0	0	0
Cooperative Education						
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0	9
English						
ENG 101	(3)	0	3	0	0	0
ENG 102	(3)	0	3	0	0	0
Mathematics/Natural and Applied Sciences						
Elective course	(3)	0	3	0	0	0

Office Technology/ Secretarial Science							
SEC 100, 110, 120	(7)	4	0	0	0	3	
or							
SEC 101, 111, 121	(7)	4	0	0	0	3	
SEC 140-141-142	(6)	0	0	0	0	6	
SEC 200-201	(4)	0	0	0	0	4	
SEC 210, 216	(6)	3	0	0	0	3	
or							
SEC 211, 221	(6)	3	0	0	0	3	
Social Science							
SSI 100	(3)	0	0	0	0	3	
Liberal Arts							
Elective courses	(11)	0	11	0	0	0	
Unrestricted Electives							
Urban Study course	(3)	0	0	0	0	3	
Elective courses	(2)	0	2	0	0	0	
Total Credits	66						
							Total
Baruch Accepts		10	20	0	0	20 =	50
Excess Credits		0	0	0	0	16 =	16
							----- 66

At least 128 credits are needed for the B.S. at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 78 credits in addition to their Associate degree (66) credits to meet graduation requirements at Baruch.

LaGuardia Community College

Optimal Program of Study: Legal Curriculum

In addition to the required curriculum for an A.A.S. in Secretarial Science/Legal Curriculum, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Education at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's common core and basic courses requirements.

Accounting/Managerial Studies

AMM 110 - Business Law	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics/Natural and Applied Sciences

Elective course	3$

Office Technology/Secretarial Science

SEC 100-110-120 - Stenography, I, II, III - Gregg	7
or	
SEC 101-111-121 - Stenography, I, II, III - Pitman	7
SEC 140-141-142 - Typewriting I, II, III	6
SEC 145 - Word Processing I	2
SEC 200-201 - Office Techniques & Trends I, II	4
SEC 235-245 - Legal Office Technology I, II - Gregg	6
or	
SEC 236-246 - Legal Office Technology I, II - Pitman	6

SEC 265-275 - Legal Dictation & Transcription I, II - Gregg	6
or	
SEC 266-276 - Legal Dictation & Transcription I, II - Pitman	6

Social Science

SSI 100 - Introduction to Social Science	3

Liberal arts 11$

11 credits are required in this category.

Total Credits 66

$See Course Selection List for School of Education only (pp. 90-92) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

4 credits toward major requirements
17 credits toward common core requirements
20 credits toward free electives

Total: 41 credits

YOU MUST COMPLETE

32 credits to meet major requirements
24 credits to meet common core requirements
14 credits to meet advanced professional courses requirement
2-4 credits to meet specialization
15 credits to meet basic courses

Total: 87 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed courses receive elective credit only. They may not be counted toward the B.S. degree.

2. SEC 140-141-142 receive elective credit only. They may not be counted toward the B.S. degree.

3. SEC 145 receives elective credit only. It may not be counted toward the B.S. degree.

4. SEC 120 receives elective credit only. It may not be counted toward the B.S. degree.

5. SEC 121 receives elective credit only. It may not be counted toward the B.S. degree.

6. SEC 200-201 receive elective credit only. They may not be counted toward the B.S. degree.

7. SEC 235, 245 were not evaluated. Suppose elective credits only.

8. SEC 236, 246 were not evaluated. Suppose elective credits only.

9. SEC 265-275 were not evaluated. Suppose elective credits only.

10. SEC 266-276 were not evaluated. Suppose elective credits only.

11. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.

12. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

    a. All students must take the WAT before registering for an English composition course.

    b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue.)

c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

  - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

  - Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass-8 or more	ENG 2100	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 (ESL)	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

13. Students must pass the Mathematics Assessment Test before registering at Baruch.

14. Students must pass the Reading Assessment Test before registering at Baruch.

15. Students must complete one year of Spanish 1001-1002 or their equivalent. Students with more than two years of high school Spanish or those whose native or second language is Spanish have the option of taking and passing a proficiency examination or taking a Spanish language course at a higher level, approved by the Department of Romance Languages.

COURSE EVALUATION
Legal Curriculum

LaGuardia		**Baruch** Meets Major Req'ts.	Common Core Req'ts.	Adv.Prof. Courses Req'ts.	Basic Courses	Free Electives
Accounting/Managerial Studies Required						
AMM 110	(3)	0	0	0	0	3
Cooperative Education						
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0	9
English						
ENG 101	(3)	0	3	0	0	0
ENG 102	(3)	0	3	0	0	0
Mathematics/Natural and Applied Sciences						
Elective course	(3)	0	3	0	0	0

Office Technology/ Secretarial Science

SEC 100, 110, 120	(7)	4	0	0	0	3
or						
SEC 101, 111, 121	(7)	4	0	0	0	3
SEC 140-141-142	(6)	0	0	0	0	6
SEC 145	(2)	0	0	0	0	2
SEC 200-201	(4)	0	0	0	0	4
SEC 235, 245	(6)		Not evaluated - suppose elective credit			6
or						
SEC 236, 246	(6)		Not evaluated - suppose elective credit			6
SEC 265, 275	(6)		Not evaluated - suppose elective credit			6
or						
SEC 266, 276	(6)		Not evaluated - suppose elective credit			6

Social Science

SSI 100	(3)	0	0	0	0	3

Liberal Arts

Urban Study course	(3)	0	0	0	0	3
Elective courses	(8)	0	8	0	0	0

Total Credits (66)

							Total
Baruch Accepts	4	17	0	0	20	=	41
Excess Credits	0	0	0	0	25	=	25

							66

At least 128 credits are needed for the B.S. at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 87 credits in addition to their Associate degree (66) credits to meet graduation requirements at Baruch.

LaGuardia Community College

Optimal Program of Study: Office Technology Curriculum

In addition to the required curriculum for an A.A.S. in Office Technology, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Education at Baruch College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Baruch College. The Course Selection List shows those LaGuardia courses that meet Baruch College's common core and basic courses requirements.

Accounting Managerial Studies

AMA 101 - Principles of Accounting I	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Humanities

HUC 101 - Oral Communication	3

Mathematics/Natural and Applied Sciences

Math or Natural and Applied Sciences elective	3$

Office Technology/Secretarial Science

SEC 140-141-142 - Typewriting I, II, III	6
SEC 145-146 - Word Processing I, II	4
SEC 147 - Administration of Word Processing	3
SEC 150 - Word Processing on the Microcomputer	2
SEC 151-152 - Microcomputer Applications I, II	4
SEC 260 - Business Communications	3
SEC 261 - Electronic Office Procedures	2

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts 6$

6 credits are required in this category.

Unrestricted Electives 4$

4 credits are required in this category.

Total Credits 66

$See Course Selection List for School of Education only (pp. 90-92) for appropriate choice.

* * *

BARUCH COLLEGE ACCEPTS

21 credits toward common core requirements
20 credits toward free electives

Total: 41 credits

YOU MUST COMPLETE

36 credits to meet major requirements
20 credits to meet common core requirements
14 credits to meet advanced professional courses requirement
2-4 credits to meet specialization
15 credits to meet basic courses

Total: 87 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/BARUCH COLLEGE

TRANSFER ADVISORY NOTES

1. AMA 101 receives elective credit only. Students must complete AMA 101-102 to receive credit for ACC 1101.

2. Coop Ed courses receive elective credit only. They may not be counted toward the B.S. degree.

3. SEC 140-141-142 receive elective credit only. They may not be counted toward the B.S. degree.

4. SEC 145-146 receive elective credit only. They may not be counted toward the B.S. degree.

5. SEC 150 was not evaluated. Suppose elective credit only.

6. SEC 151-152 were not evaluated. Suppose elective credit only.

7. SEC 260 was not evaluated. Suppose elective credit only.

8. SEC 261 was not evaluated. Suppose elective credit only.

9. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.

10. If students complete ENG 101-102 with a grade of B or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English Composition requirement. If not, please note the following:

    a. All students must take the WAT before registering for an English composition course.

    b. Students who began college prior to Fall 1978 are exempt from the WAT and must go to the English Department for course placement. (Room 920, 17 Lexington Avenue.)

    c. Students who have passed the WAT will be placed according to the WAT score and the credits already earned in composition.

        - Students who have earned at least three credits in composition and have passed the WAT should enroll in ENG 2150.

- Students who have earned fewer than three credits in composition and have passed the WAT should enroll in ENG 2100.

d. Students who have not passed the WAT will be placed according to their WAT score regardless of the number of composition credits earned.

Rules for course placement based on WAT score:

WAT SCORE	COURSE PLACEMENT	CREDITS
Pass--8 or more	ENG 2100	3
Do not pass--6 (not ESL)	ENG 0150	0 (3 equated)
Do not pass--6 (ESL)	ENG 0152	0 (4 equated)
Do not pass--below 6 (not ESL)	ENG 0100	0 (3 equated)
Do not pass--below 6 (ESL)	ENG 0102	0 (4 equated)

Students take the WAT retest at the end of ENG 0150 or 0152. A student must pass the WAT in order to pass ENG 0150 or 0152.

Students who do not pass a non-credit English composition course (ENG 0100, 0102, 0150, 0152) receive an R grade. Students who do not pass a non-credit English composition course after attempting it twice will be dismissed from the College. Students who receive a WU or WF grade in ENG 0100, 0102, 0150 or 0152 will be dismissed from the College. A student who has been dismissed from the College may appeal to the appropriate Committee on Academic Standing for reinstatement.

11. Students must pass the Mathematics Assessment Test before registering at Baruch.

12. Students must pass the Reading Assessment Test before registering at Baruch.

13. Students must complete one year of Spanish 1001-1002 or their equivalent. Students with more than two years of high school Spanish or those whose native or second language is Spanish have the option of taking and passing a proficiency examination or taking a Spanish language course at a higher level, approved by the Department of Romance Languages.

COURSE EVALUATION
Office Technology Curriculum

LaGuardia		Baruch				
		Meets Major Req'ts.	Common Core Req'ts.	Adv.Prof. Courses Req'ts.	Basic Courses	Free Electives
Accounting/Managerial Studies						
AMA 101	(2)	0	0	0	0	2
AMM 101	(3)	0	0	0	0	3
Computer Information Systems						
BDP 100	(3)	0	3	0	0	0
Cooperative Education						
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0	9
English						
ENG 101	(3)	0	3	0	0	0
ENG 102	(3)	0	3	0	0	0
Humanities						
HUC 101	(3)	0	3	0	0	0

Mathematics/Natural and Applied Sciences							
Elective course	(3)	0	3	0	0	0	
Office Technology/ Secretarial Science							
SEC 140-141-142	(6)	0	0	0	0	6	
SEC 145-146	(4)	0	0	0	0	4	
SEC 147	(3)	0	0	0	0	3	
SEC 150	(2)	Not evaluated - suppose elective credit only				2	
SEC 151-152	(4)	Not evaluated - suppose elective credit only				4	
SEC 260	(3)	Not evaluated - suppose elective credit only				3	
SEC 261	(2)	Not evaluated - suppose elective credit only				2	
Social Science							
SSI 100	(3)	0	0	0	0	3	
Liberal Arts							
Elective courses	(6)	0	6	0	0	0	
Unrestricted Electives							
Urban Study course	(3)	0	0	0	0	3	
Elective courses	(1)	0	0	0	0	1	
Total Credits	(66)						**Total**
Baruch Accepts		0	21	0	0	20 =	41
Excess Credits		0	0	0	0	25 =	25
							----- 66

At least 128 credits are needed for the B.S. at Baruch College. By selecting carefully, transferring students from LaGuardia will have to complete 87 credits in addition to their Associate degree (66) credits to meet graduation requirements at Baruch.

COURSE SELECTION LIST
SCHOOL OF BUSINESS AND PUBLIC ADMINISTRATION ONLY

To maximize transfer to Baruch College

A. These LaGuardia courses meet Baruch Liberal Arts base requirements

Humanities

&HUA 102
HUC 101
*HUF 101-102
HUF 103
*HUK 101-102
HUK 103
*HUI 101-102
*HUS 101-102
HUS 103
HUS 105
HUS 204
HUS 210
&HUS 220
HUM 101
HUP 101
HUP 210
HUP 230

Mathematics

MAT 201
MAT 202

Natural and Applied Sciences

*SCB 201-202
*SCB 203-204
SCB 260
*SCC 201-202
SCC 251-252
*SCP 201-202
*SCP 240-241-242
*SCP 250-251

Social Science

SSA 100
SSA 101
SSA 105
SSA 245
*SSE 101-102
SSH 101
SSH 102
SSP 101
SSP 230
SSY 101
SSY 200
SSY 230
SSY 240
SSY 241
SSY 245
SSY 250
SSY 260
SSY 280
SSS 101
SSS 175
SSS 230
SSS 240
SSS 280

Urban Study

Social Science

SSN 188
SSN 192
SSN 194

B. These LaGuardia courses meet Baruch free electives

English

ENG 214 or 215
ENG 217
ENG 225
ENG 240
ENG 243
ENG 245
ENG 250
ENG 260
ENG 265
ENG 266
ENG 272
ENG 280

Humanities

&HUA 103
&HUA 110
&HUA 120
&HUA 130
&HUA 150
&HUA 160
&HUA 170
HUA 200
&HUA 210
&HUA 220
&HUA 230
HUC 104
HUC 106
HUC 120
HUC 130
HUC 150
HUC 170
HUC 190
HUC 195
HUC 210
HUC 240
HUC 270
HUM 140
HUM 141
&HUM 150
&HUM 151
&HUM 160
&HUM 165
HUM 210
HUP 220

Library

&LRC 101

Mathematics

MAT 104
*MAT 120-121
MAT 203
MAT 204
MAT 210

Natural and Applied Sciences

SCC 101
SCC 140
SCH 101
SCH 150
SCH 210
SCP 140
SCS 100
HSC 101
HSE 105
HSE 109
HSG 150

Social Science

SSE 110
SSH 103
SSH 104
SSH 231
SSH 240
SSH 260
SSP 240

Urban Study

English

ENN 198

Humanities

HUN 101
HUN 194

Social Science

SSN 195

*All courses in the sequence must be taken to qualify for transfer credit in the appropriate category. Otherwise elective credit will be awarded only. It may not be counted toward the B.B.A. degree.

&This course can only be used to fulfill the unrestricted elective requirement at LaGuardia, but it fulfills Baruch College's liberal arts distribution requirement.

COURSE SELECTION LIST
SCHOOL OF EDUCATION ONLY

to maximize transfer to Baruch College

A. These LaGuardia courses meet Baruch common core and basic courses requirements

Humanities

HUC 101

*HUS 101-102
HUS 105
HUS 204
HUS 210
&HUS 220

Mathematics

MAT 201

MAT 202

Natural and Applied Sciences

*SCB 201-202
*SCB 203-204
SCB 260

*SCC 201-202
*SCC 251-252

*SCP 201-202
*SCP 250-251

Social Science

*SSE 101-102

Urban Study

Humanities

HUN 101
HUN 194

B. These LaGuardia courses meet Baruch free electives

English

ENG 214 or 215
ENG 217
ENG 225
ENG 240
ENG 243
ENG 245
ENG 250
ENG 260
ENG 265
ENG 266
ENG 272
ENG 280

Humanities

&HUA 103
&HUA 110
&HUA 120
&HUA 130
&HUA 150
&HUA 160
&HUA 170
HUA 200
&HUA 210
&HUA 220
&HUA 230
HUC 104
HUC 106
HUC 120
HUC 130
HUC 150
HUC 170
HUC 190
HUC 195
HUC 210
HUC 240
HUC 270
HUM 140
HUM 141
&HUM 150
&HUM 151
&HUM 160
&HUM 165
HUM 210
HUP 220

Library

&LRC 101

Mathematics

MAT 104
*MAT 120-121
MAT 203
MAT 204
MAT 210

Natural and Applied Sciences

SCC 101
SCC 140
SCH 101
SCH 150
SCH 210
SCP 140
SCS 100
HSC 101
HSE 105
HSE 109
HSG 150

Social Science

SSE 110
SSH 103
SSH 104
SSH 231
SSH 240
SSH 260
SSP 240

Urban Study

English

ENN 198

Humanities

HUN 101
HUN 194

Social Science

SSN 195

*All courses in the sequence must be taken to qualify for transfer credit in the appropriate category. Otherwise elective credit will be awarded only. It may not be counted toward the B.B.A. degree.

&This course can only be used to fulfill the unrestricted elective requirement at LaGuardia, but it fulfills Baruch College's liberal arts distribution requirement.

ELECTIVE COURSE SELECTION LIST
SCHOOL OF LIBERAL ARTS AND SCIENCES ONLY

to maximize transfer to Baruch College

A. These LaGuardia courses meet Liberal Arts base requirements in English, Humanities and Social Science for a B.A. degree

Group I

Choose one course from each of the following 3 areas:

Art or Music

HUA 102
HUM 101

Philosophy

HUP 101
HUP 210

History

SSH 101
SSH 102
SSH 103
SSH 104

Group II

Choose two courses in the same language

French

*HUF 101-102
HUF 103

Italian

*HUI 101-102

Modern Greek

*HUK 101-102
HUK 103

Spanish

*HUS 101-102
HUS 103
HUS 204
HUS 210
HUS 220

Group III

Choose one course from each of two of the following areas:

Biology

*SCB 201-202
*SCB 203-204

Chemistry

SCC 101
*SCC 201-202

Physics

*SCP 201-202
*SCP 240-241-242

Group IV

Choose one or two courses from the following:

Mathematics

*MAT 120-121 MAT 201 MAT 202

Group V

Choose all three courses

ENG 101
ENG 102
HUC 101

Group VI

Choose one course from each of the following four areas:

Economics

*SSE 101-102

Political Science

SSP 101

Psychology

SSY 101

Anthropology

SSA 100
SSA 101

*All courses in the sequence must be taken to qualify for transfer credit in the appropriate category. Otherwise, elective credit will be awarded only.

B. These LaGuardia courses meet Liberal Arts elective requirements at Baruch

English

ENG 214 or 215
ENG 217
ENG 225
ENG 240
ENG 243
ENG 245
ENG 250
ENG 260
ENG 265
ENG 266
ENG 272
ENG 280

Humanities

&HUA 103
&HUA 110
&HUA 120
&HUA 130
&HUA 150
&HUA 160
&HUA 170
HUA 200
&HUA 210
&HUA 220
&HUA 230
HUC 104
HUC 106
HUC 120 or 130
HUC 150
HUC 170
HUC 190
HUC 195
HUC 210
HUC 240
HUC 270
HUM 140
HUM 141
&HUM 150 or 151
&HUM 160
&HUM 165
HUM 210
HUP 220

Library

&LRC 101

Mathematics

MAT 104
MAT 203
MAT 204
MAT 210

Natural and Applied Sciences

SCC 140
SCH 101
SCH 150
SCH 210
SCP 140
SCS 100
HSC 101
HSE 105
HSE 109
HSG 150

Social Science

SSA 105
SSA 245
SSE 110
SSH 231
SSH 240
SSH 260
SSP 230
SSP 240
SSS 101
SSS 175
SSS 230
SSS 240
SSS 280
SSY 200
SSY 230
SSY 240
SSY 241
SSY 250
SSY 260

Urban Study

English

ENG 198

Humanities

HUN 101
HUN 194

Social Science

SSN 188
SSN 192
SSN 194
SSN 195

&This course can only be used to fulfill the unrestricted elective requirement at LaGuardia, but it fulfills Baruch College's liberal arts distribution requirement.

SECTION 1.2

Hunter College
695 Park Avenue
New York, NY 10021

Contact: Mr. Joseph Fantozzi
Coordinator for Articulation

Telephone Number: (212) 772-4483

MAJORS

BACHELOR OF ARTS

Anthropology
Art
Biology
Black & Puerto Rican Studies
Chemistry
Chinese
Classical Studies
Communication Sciences
Communications
Computer Science
Dance
Economics
English
French
Geography
Geology
German
Greek
Health Education
Hebrew
History
Italian
Latin
Mathematics
Music
Philosophy
Physical Education
Physics
Political Science
Psychology
Religion
Romance Languages
Russian
Sociology
Spanish
Statistics
Theatre and Film

INTERDEPARTMENTAL MAJORS

Archeology
Comparative Literature
Energy Policy Studies
English Language Arts
Inter-American Affairs
International Affairs
Jewish Social Studies
Religion
Urban Studies
Women's Studies

BACHELOR OF ARTS, BACHELOR OF SCIENCE, BACHELOR OF FINE ARTS, AND BACHELOR OF MUSIC

Accounting
Communication Sciences
Community Health Education
Environmental Health Science
Fine Arts
Home Economics (Nutrition and Food Science)
Medical Laboratory Sciences
Music
Nursing
Physical Education
Physical Therapy

LaGuardia Community College

Optimal Program of Study: Accounting Curriculum

In addition to the required curriculum for an A.A.S. in Accounting, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Accounting at Hunter College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Hunter College. The Course Selection List shows those LaGuardia courses that meet Hunter College's distribution requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMA 201 - Intermediate Accounting I	3
AMA 210 - Cost Accounting I	3
AMA 211 - Cost Accounting II	3
AMM 101 - Introduction to Business	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as unrestricted elective)	4

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II	3

Liberal Arts Electives 4$

7 credits are required in this category. Since 3 credits will be taken in Introductory Economics II, 4 credits remain.

Unrestricted Electives 3$

7 credits are required in this category. Since 4 credits will be taken in Calculus I, 3 credits remain.

Total Credits 66

$See Course Selection List (pp. 36-38) for appropriate choice.

* * *

HUNTER COLLEGE ACCEPTS

26 credits toward distribution requirements
12 credits toward concentration requirements
15 credits toward electives and optionals

Total: 53 credits

YOU MUST COMPLETE

18-29 credits to meet distribution requirements
48 credits to meet concentration requirements
0- 9 credits to meet electives and optionals

Total: 75 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/HUNTER COLLEGE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ECO 271-272.

2. AMA 110 was not evaluated. Suppose elective credit only.

3. AMA 201 receives elective credit only. It may not be counted toward the B.S. degree.

4. Students must complete AMA 210-211 to receive credit for ECO 374.

5. AMM 101 receives elective credit only. It may not be counted toward the B.S. degree.

6. Coop Ed credits receive elective credit only. They may not be counted toward the B.S. degree.

7. By completing ENG 101-102 with a grade of C or better in each course and passing the Writing Skills Assessment Test (WAT), students have fulfilled Categories II and IV(1) of the Distribution Requirement. If not, please note the following:

    a. Students must take the WAT before registering at Hunter.

    b. Students who are required to take ENGL 120 (or its equivalent) must do so no later than the second semester of attendance at Hunter.

8. MAT 110 receives elective credit only. It may not be counted toward the B.S. degree.

9. MAT 200 may only be used to fulfill elective requirements.

10. Students must pass the Mathematics Assessment Test before registering at Hunter.

11. Students must pass the Reading Assessment Test before registering at Hunter.

12. Hunter requires up to 12 credits in foreign language:

    a. Students continuing a language studied for one year in high school need three additional semesters.

    b. Students continuing a language studied for two years in high school need two additional semesters.

    c. Students continuing a language studied for three years in high school need one additional semester.

    d. Students who have studied one language for four years in high school or who can demonstrate a competency equivalent to four years of high school language may be exempted from the foreign language requirement.

COURSE EVALUATION
Accounting Curriculum

LaGuardia		Hunter		
		Meets Dist. Req'ts.	Meets Concentration Req'ts.	Meets Electives/ Optionals
Accounting/Managerial Studies				
AMA 101-102-103	(6)	0	6	0
AMA 110	(3)	0	0	3
AMA 201	(3)	0	0	3
AMA 210-211	(6)	0	3	0
AMM 101	(3)	0	0	3
AMM 110	(3)	0	3	0
Computer Information Systems				
BDP 100	(3)	3	0	0
Cooperative Education				
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0

Mathematics					
MAT 110	(3)	0	0	3	
MAT 200	(4)	0	0	3	
MAT 201	(4)	4	0	0	
Social Science					
SSE 101	(3)	3	0	0	
SSE 102	(3)	3	0	0	
Liberal Arts					
Elective course(s)	(4)	4	0	0	
Unrestricted Electives					
Urban Study	(3)	3	0	0	
Total Credits	(66)				
					Total
Hunter Accepts		26	12	15	53
Excess Credits		0	0	13	13

					66

At least 128 credits are needed for the B.S. at Hunter College. By selecting carefully, transferring students from LaGuardia will have to complete 75 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Hunter.

LaGuardia Community College

Optimal Program of Study: Computer Science Curriculum

In addition to the required curriculum for an A.S. in Computer Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Computer Science at Hunter College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Hunter College. The Course Selection List shows those LaGuardia courses that meet Hunter College's distribution requirements.

Accounting/Managerial Studies

AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 101 - Introduction to Computer Science	4
BDP 195 - Structured Programming with COBOL	4
BDP 196 - BAL for Computer Science	5
BDP 210 - P/L1 Programming (take as Computer Information Systems elec.)	3
BDP 230 - Operating Systems (take as Computer Information Systems elec.)	3
BDP 295 - Computer Architecture	4

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 200 - Precalculus	4
MAT 201 - Calculus I	4
MAT 202 - Calculus II	4
MAT 203 - Calculus III	4
MAT 230 - Introduction to Discrete Mathematics	4

Social Science

SSI 100 - Introduction to Social Science 3

Liberal Arts Electives 3$

3 credits are required in this category.

Total Credits 66-67

$See Course Selection List (pp. 36-38) for appropriate choice.

* * *

HUNTER COLLEGE ACCEPTS

14 credits toward preliminary course requirements
22 credits toward distribution requirements
6 credits toward concentration requirements
15 credits toward electives and optionals

Total: 57 credits

YOU MUST COMPLETE

19-33 credits to meet distribution requirements
33 credits to meet concentration requirements
5-19 credits to meet electives and optionals

Total: 71 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/HUNTER COLLEGE

TRANSFER ADVISORY NOTES

1. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

2. Coop Ed credits receive elective credit only. They may not be counted toward the B.A. degree.

3. BDP 195 receives elective credit only. It may not be counted toward the B.A. degree.

4. By completing ENG 101-102 with a grade of C or better in each course and passing the Writing Skills Assessment Test (WAT), students have fulfilled Categories II and IV(1) of the Distribution Requirement. If not, please note the following:

    a. Students must take the WAT before registering at Hunter.

    b. Students who are required to take ENGL 120 (or its equivalent must do so no later than the second semester of attendance at Hunter.

5. MAT 200 may only be used to fulfill elective requirements.

6. Students must pass the Mathematics Assessment Test before registering at Hunter.

7. Students must pass the Reading Assessment Test before registering at Hunter.

8. Hunter requires up to 12 credits in foreign language:

    a. Students continuing a language studied for one year in high school need three additional semesters.

    b. Students continuing a language studied for two years in high school need two additional semesters.

    c. Students continuing a language studied for three years in high school need one additional semester.

    d. Students who have studied one language for four years in high school or who can demonstrate a competency equivalent to four years of high school language may be exempted from the foreign language requirement.

COURSE EVALUATION
Computer Science Curriculum

LaGuardia		Hunter			
		Meets Preliminary Course Req'ts.	Meets Distribution Req'ts.	Meets Concentration Req'ts.	Meets Electives/ Optionals
Accounting/Managerial Studies					
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 101	(4)	0	3	0	0
BDP 195	(4)	0	0	0	3
BDP 196	(5)	3	0	0	0
BDP 210	(3)	3	0	0	0
BDP 230	(3)	0	0	3	0
BDP 295	(4)	0	0	3	0
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	0	3	0	0
ENG 102	(3)	0	3	0	0

Mathematics					
MAT 200	(4)	0	0	0	3
MAT 201	(4)	4	0	0	0
MAT 202	(4)	4	0	0	0
MAT 203	(4)	0	4	0	0
MAT 230	(4)	0	3	0	0
Social Science					
SSI 100	(3)	0	3	0	0
Liberal Arts					
Urban Study course	(3)	0	3	0	0

Total Credits (66-67)

					Total
Hunter Accepts	14	22	6	15 =	57
Excess Credits	2	2	1	5 =	10
					67

At least 128 credits are needed for the B.A. at Hunter College. By selecting carefully, transferring students from LaGuardia will have to complete 71 credits in addition to their Associate degree (66-67 credits) to meet graduation requirements at Hunter.

LaGuardia Community College

Optimal Program of Study: Operations Curriculum

In addition to the required curriculum for an A.A.S. in Operations, the *Optimal Program of Study* includes courses that increase the number of credits accepted for a Bachelor of Arts in Computer Science at Hunter College. The *Transfer Advisory Notes* will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Hunter College. The *Course Selection List* shows those LaGuardia courses that meet Hunter College's distribution requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3
BDP 106 - COBOL Programming I	3
BDP 108 - RPG Programming	3
BDP 120 - System/370 Assembler Language I	3
BDP 230 - Operating Systems	3
BDP 260 - Introduction to Teleprocessing	3
BDP 270 - Computer Operations I	3
BDP 275 - Computer Operations II	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English/Humanities

ENG 101 - Composition I	3
ENG 102 - Composition II (take as English or Humanities elective)	3

Mathematics

MAT 110 - Algebra or	3-4
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as Math elective)	4
MAT 202 - Calculus II (take as liberal arts elective)	4

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts Electives 1$

5 credits are required in this category. Since 4 credits will be taken in Calculus II, 1 credit remains.

Unrestricted Electives 6$

6 credits are required.

Total Credits 66

$See Course Selection List (pp. 36-38) for appropriate choice.

* * *

HUNTER COLLEGE ACCEPTS

11 credits toward preliminary course requirements
19 credits toward distribution requirements
6 credits toward concentration requirements
18 credits toward electives and optionals

Total: 54 credits

YOU MUST COMPLETE

6 credits to meet preliminary course requirements
22-36 credits to meet distribution requirements
33 credits to meet concentration requirements
Total: 74 credits
Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/HUNTER COLLEGE

TRANSFER ADVISORY NOTES

1. AMA 101-102 receive credit for ECO271 only.

2. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

3. Coop Ed credits receive elective credit only. They may not be counted toward the B.A. degree.

4. BDP 106 receives elective credit only. It may not be counted toward the B.A. degree.

5. BDP 108 receives elective credit only. It may not be counted toward the B.A. degree.

6. BDP 270 receives elective credit only. It may not be counted toward the B.A. degree.

7. BDP 275 receives elective credit only. It may not be counted toward the B.A. degree.

8. By completing ENG 101-102 with a grade of C or better in each course and passing the Writing Skills Assessment Test (WAT), students have fulfilled Categories II and IV(1) of the Distribution Requirement. If not, please note the following:

    a. Students must take the WAT before registering at Hunter.

    b. Students who are required to take ENGL 120 (or its equivalent) must do so no later than the second semester of attendance at Hunter.

9. MAT 110 receives elective credit only. It may not be counted toward the B.A. degree.

10. MAT 200 may only be used to fulfill elective credit. It may not be counted toward the B.A. degree.

11. Students must pass the Mathematics Assessment Test before registering at Hunter.

12. Students must pass the Reading Assessment Test before registering at Hunter.

13. Hunter requires up to 12 credits in foreign language:

   a. Students continuing a language studied for one year in high school need three additional semesters.

   b. Students continuing a language studied for two years in high school need two additional semesters.

   c. Students continuing a language studied for three years in high school need one additional semester.

   d. Students who have studied one language for four years in high school or who can demonstrate a competency equivalent to four years of high school language may be exempted from the foreign language requirement.

COURSE EVALUATION
Operations Curriculum

LaGuardia		**Hunter**			
		Meets Preliminary Course Req'ts.	Meets Distribution Req'ts.	Meets Concentration Req'ts.	Meets Electives/ Optionals
Accounting/Managerial Studies					
AMA 101-102	(4)	0	0	0	3
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 100	(3)	0	3	0	0
BDP 106	(3)	0	0	0	3
BDP 108	(3)	0	0	0	3
BDP 120	(3)	3	0	0	0
BDP 230	(3)	0	0	3	0
BDP 260	(3)	0	0	3	0
BDP 270	(3)	0	0	0	3
BDP 275	(3)	0	0	0	3
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	0	3	0	0
ENG 102	(3)	0	3	0	0

Mathematics					
MAT 110 or	(3)	0	0	0	3
MAT 200	(4)	0	0	0	3
MAT 201	(4)	4	0	0	0
MAT 202	(4)	4	0	0	0
Social Science					
SSI 100	(3)	0	3	0	0
Liberal Arts					
Elective course	(1)	0	1	0	0
Unrestricted Electives					
Urban Study course	(3)	0	3	0	0
Elective course	(3)	0	3	0	0

Total Credits (67-68)

					Total
Hunter Accepts	11	19	6	18 =	54
Excess Credits	0	0	0	14 =	14
					68

At least 128 credits are needed for the B.A. at Hunter College. By selecting carefully, transferring students from LaGuardia will have to complete 74 credits in addition to their Associate degree (67-68 credits) to meet graduation requirements at Hunter.

LaGuardia Community College

Optimal Program of Study: Programming Curriculum

In addition to the required curriculum for an A.A.S. in Programming, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Computer Science at Hunter College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Hunter College. The Course Selection List shows those LaGuardia courses that meet Hunter College's distribution requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3
BDP 106 - COBOL Programming I	3
BDP 110 - Systems Analysis and Design	3
BDP 120 - System/370 Assembler Language I	3
BDP 121 - System/370 Assembler Language II	3
BDP 200 - COBOL Programming II	3
BDP 210 - PL/I Programming (take as Computer Information Systems elec.)	3
BDP 230 - Operating Systems	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English/Humanities

ENG 101 - Composition I	3
ENG 102 - Composition II (take as English or Humanities elective)	3

Mathematics

MAT 110 - Algebra or MAT 200 - Precalculus	3-4
MAT 201 - Calculus I (take as Math elective)	4
MAT 202 - Calculus II (take as liberal arts elective)	4

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts Electives 1$

5 credits are required in this category. Since 4 credits wil be taken in Calculus II, 1 credit remains.

Unrestricted Electives 6$

6 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 36-38) for appropriate choice.

* * *

HUNTER COLLEGE ACCEPTS

14 credits toward preliminary requirements
19 credits toward distribution requirements
3 credits toward concentration requirements
18 credits toward electives and optionals

Total: 54 credits

YOU MUST COMPLETE

3 credits to meet preliminary requirements
22-36 credits to meet distribution requirements
36 credits to meet concentration requirements

Total: 74 credits
Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/HUNTER COLLEGE

TRANSFER ADVISORY NOTES

1. AMA 101-102 receive credit for ECO 271 only.
2. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.
3. Coop Ed credits receive elective credit only. They may not be counted toward the B.A. degree.
4. BDP 106 receives elective credit only. It may not be counted toward the B.A. degree.
5. Students receive a maximum of six credits for BDP 110, BDP 121, and BDP 230.
6. By completing ENG 101-102 with a grade of C or better in each course and passing the Writing Skills Assessment Test (WAT), students have fulfilled Categories II and IV (1) of the Distribution Requirement. If not, please note the following:
    a. Students must take the WAT before registering at Hunter.
    b. Students who are required to take ENGL 120 (or its equivalent) must do so no later than the second semester at Hunter.
7. MAT 110 receives elective credit only. It may not be counted toward the B.A. degree.
8. MAT 200 may only be used to fulfill elective credit. It may not be counted toward the B.A. degree.
9. Students must pass the Mathematics Assessment Test before registering at Hunter.
10. Students must pass the Reading Assessment Test before registering at Hunter.
11. Hunter requires up to 12 credits in foreign language:
    a. Students continuing a language studied for one year in high school need three additional semesters.
    b. Students continuing a language studied for two years in high school need two additional semesters.

c. Students continuing a language studied for three years in high school need one additional semester.

d. Students who have studied one language for four years in high school or who can demonstrate a competency equivalent to four years of high school language may be exempted from the foreign language requirement.

COURSE EVALUATION
Programming Curriculum

LaGuardia		Hunter			
		Meets Preliminary Course Req'ts.	Meets Distribution Req'ts.	Meets Concentration Req'ts.	Meets Electives/ Optionals
Accounting/Managerial Studies					
AMA 101-102	(4)	0	0	0	3
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 100	(3)	0	3	0	0
BDP 106	(3)	0	0	0	3
BDP 110	(3)	0	0	3	0
BDP 120	(3)	3	0	0	0
BDP 121	(3)	0	0	0	3
BDP 200	(3)	0	0	0	3
BDP 210	(3)	3	0	0	0
BDP 230	(3)	0	0	0	3
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	0	3	0	0
ENG 102	(3)	0	3	0	0

Mathematics						
MAT 110 or MAT 200	(3) (4)	0 0	0 0	0 0	3 3	
MAT 201	(4)	4	0	0	0	
MAT 202	(4)	4	0	0	0	
Social Science						
SSI 100	(3)	0	3	0	0	
Liberal Arts						
Elective course	(1)	0	1	0	0	
Unrestricted Electives						
Urban Study course	(3)	0	3	0	0	
Elective course	(3)	0	3	0	0	
Total Credits	(67-68)					
						Total
Hunter Accepts		14	19	3	18 =	54
Excess Credits		0	0	0	14 =	14

						68

At least 128 credits are needed for the B.A. at Hunter College. By selecting carefully, transferring students from LaGuardia will have to complete 74 credits in addition to their Associat degree (67-68 credits) to meet graduation requirements at Hunter.

LaGuardia Community College

Optimal Program of Study: Liberal Arts Curriculum

In addition to the required curriculum for an A.A. in Liberal Arts, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts at Hunter College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Hunter College. The Course Selection List shows those LaGuardia courses that meet Hunter College's distribution requirements.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3
ENG 103 - The Research Paper	2

English/Humanities

One English Elective	3$
One Humanities Elective	3$
One English or Humanities Elective	3$

Liberal Arts

LIB 200 - Humanism and Technology	3$
Elective courses	7$

Mathematics/Natural and Applied Sciences

One Math Elective	3$
One Natural and Applied Sciences Elective	3$
One Math or Science Elective	3$

Social Science

SSI 100 - Introduction to Social Science	3
Two elective courses	6$

Unrestricted Electives 12$

12 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 36-38) for appropriate choice.

* * *

HUNTER COLLEGE ACCEPTS

52 credits toward distribution requirements
14 credits toward electives and optionals

Total: 66 credits

YOU MUST COMPLETE

36 credits to meet concentration requirements
26 credits to meet electives and optionals

Total: 62 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/HUNTER COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed credits receive elective credit only. They may not be counted toward the B.A. degree.

2. By completing ENG 101-102 with a grade of C or better in each course and passing the Writing Skills Assessment Test (WAT), students have fulfilled Categories II and IV(1) of the Distribution Requirement. If not, please note the following:

    a. Students must take the WAT before registering at Hunter.

    b. Students who are required to take ENGL 120 (or its equivalent) must do so no later than the second semester of attendance at Hunter.

3. ENG 103 receives elective credit only. It may not be counted toward the B.A. degree.

4. LIB 200 receives elective credit only. It may not be counted toward the B.A. degre.

5. Students must pass the Mathematics Assessment Test before registering at Hunter.

6. Students must pass the Reading Assessment Test before registering at Hunter.

7. Hunter requires up to 12 credits in foreign language:

    a. Students continuing a language studied for one year in high school need three additional semesters.

    b. Students continuing a language studied for two years in high school need two additional semesters.

    c. Students continuing a language studied for three years in high school need one additional semester.

    d. Students who have studied one language for four years in high school or who can demonstrate a competency equivalent to four years of high school language may be exempted from the foreign language requirement.

COURSE EVALUATION
Liberal Arts Curriculum

LaGuardia		Hunter Meets Dist. Req'ts.	Meets Concentration Req'ts.	Meets Electives/ Optional
Cooperative Education				
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0
ENG 103	(2)	0	0	2
English/Humanities				
Eng. Elec. course	(3)	3	0	0
Hum. Elec. course	(3)	3	0	0
Eng/Hum Elec. Course	(3)	3	0	0
Liberal Arts				
LIB 200	(3)	0	0	3
(ENG, HUM, Math, NAS, Soc. Sci.) Elective courses	(7)	7	0	0

Mathematics/Natural and Applied Sciences					
Math Elec. course (4)	3	0	0		
NAS Elec. course (3)	3	0	0		
Math or NAS Elec. course (3)	3	0	0		
Social Science					
SSI 100 (3)	3	0	0		
Elective courses (6)	6	0	0		
Unrestricted Electives					
Urban Study course (3)	3	0	0		
Elective courses (9)	9	0	0		
Total Credits (66)					
					Total
Hunter Accepts	52	0	14	=	66
Excess Credits	0	0	0	=	0

					66

At least 128 credits are needed for the B.A. at Hunter College. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Hunter.

LaGuardia Community College

Optimal Program of Study: Liberal Arts and Science Curriculum

In addition to the required curriculum for an A.S. in Liberal Arts and Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts at Hunter College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Hunter College. The Course Selection List shows those LaGuardia courses that meet Hunter College's distribution requirements.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

English/Humanities

Two English or Humanities Electives	6$

Liberal Arts

LIB 200 - Humanism and Technology	3

Mathematics/Natural and Applied Sciences

One Math Elective Course	3$
One Natural and Applied Science Elective	3$
Seven Math or Science Electives	21$

Social Science

SSI 100 - Introduction to Social Science	3
Two elective courses	6$

Unrestricted Electives	6$
6 credits are required in this category.	
Total Credits	66

$See Course Selection List (pp. 36-38) for appropriate choice.

* * *

HUNTER COLLEGE ACCEPTS

	54 credits toward distribution requirements
	12 credits toward electives and optionals
Total:	66 credits

YOU MUST COMPLETE

	36-40 credits to meet concentration requirements
	22-26 credits to meet electives and optionals
Total:	62 credits
Grand Total:	128 credits

198

LAGUARDIA COMMUNITY COLLEGE/HUNTER COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed credits receive elective credit only. They may not be counted toward the B.A. degree.

2. By completing ENG 101-102 with a grade of C or better in each course and passing the Writing Skills Assessment Test (WAT), students have fulfilled Categories II and IV(1) of the Distribution Requirement. If not, please note the following:

   a. Students must take the WAT before registering at Hunter.

   b. Students who are required to take ENG 120 (or its equivalent) must do so no later than the second semester of attendance at Hunter.

3. LIB 200 receives elective credit only. It may not be counted toward the B.A. degree.

4. Students must pass the Mathematics Assessment Test before registering at Hunter.

5. Students must pass the Reading Assessment Test before registering at Hunter.

6. Hunter requires up to 12 credits in foreign language:

   a. Students continuing a language studied for one year in high school need three additional semesters.

   b. Students continuing a language studied for two years in high school need two additional semesters.

   c. Students continuing a language studied for three years in high school need one additional semester.

   d. Students who have studied one language for four years in high school or who can demonstrate a competency equivalent to four years of high school language may be exempted from the foreign language requirement.

COURSE EVALUATION
Liberal Arts and Science Curriculum

LaGuardia		Hunter Meets Dist. Req'ts.	Meets Concentration Req'ts.	Meets Electives/ Optionals
Cooperative Education				
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0
English/Humanities				
Two ENG or HUM Elec. courses	(6)	6	0	0
Liberal Arts				
LIB 200	(3)	0	0	3
Mathematics/Natural and Applied Sciences				
One Math Elec.	(3)	3	0	0
One NAS Elec.	(3)	3	0	0
Seven Math or Sci. electives	(21)	21	0	0

Social Science						
SSI 100	(3)	3	0	0		
Two Electives	(6)	6	0	0		
Unrestricted Electives						
Urban Study course	(3)	3	0	0		
Elective course	(3)	3	0	0		
Total Credits	(66)					
						Total
Hunter Accepts		54	0	12	=	66
Excess Credits		0	0	0	=	0
						66

At least 128 credits are needed for the B.A. at Hunter College. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Hunter.

COURSE SELECTION LIST

to maximize transfer to Hunter College

A. **These LaGuardia courses meet Distribution Requirements at Hunter**

Category I - Mathematics and Science

(10 to 12 credits. You may take a maximum of two courses in any area.)

$BDP 100 or 101

^MAT 130
MAT 201
MAT 202

*SCB 201-202
*SCC 201-202
SCP 140
*SCP 201-202
*SCP 240-241-242

Category II - English Composition (3 credits)

ENG 101

Category III - Humanities: Foreign Language (0 to 12 credits)

*HUF 101-102
HUF 103
*HUI 101-102
*HUS 101-102
HUS 103

HUS 105
HUS 200
HUS 201
HUS 204
HUS 210

HUS 220

Category IV - Humanities: Literature (6 credits)

ENG 102 and one of the following:

ENG 203
ENG 225
ENG 240
ENG 243
ENG 245
ENG 247
ENG 250

ENG 260
ENG 265
ENG 266
ENG 268
ENG 270
ENG 275

or

ENG 102 and one of the following:
HUN 194
HUS 200
HUS 201

Category V - Humanities

(9 credits. You may take a maximum of two courses in any area.)

HUC 120 or HUC 130
HUC 150
HUC 170

HUM 101 or HUM 140
HUM 105
HUM 110
HUM 210

HUP 100
HUP 101
HUP 210
HUP 220
HUP 230

Category VI - Social Science)

(12 credits. You may take a maximum of two courses in any area.)

SSA 101
SSA 105
SSA 211

SSE 101
SSE 102
SSE 125

SSI 100

SSH 101
SSH 102
SSH 104
SSH 231
SSH 240

SSN 189

SSP 101
SSP 200

SSY 101

B. **These LaGuardia courses meet elective credit requirements at Hunter**

Computer Information Systems

$BDP 100
BDP 101
~BDP 105

English

$ENG 104
$ENG 215
$ENG 217

ENN 193 or 195

Humanities

HUA 101
&HUA 102
&HUA 103
&HUA 110
&HUA 120
&HUA 130
&HUA 150
&HUA 160

&HUA 170
&HUA 180
&HUA 195
HUA 200
&HUA 210
&HUA 220
&HUA 230

HUC 101 or 104 or 110
HUC 106
&HUC 180
&HUC 190
&HUC 195
HUC 210
HUC 270

&HUM 141
&HUM 201

&HUN 245

Mathematics

MAT 203
MAT 204
MAT 210
MAT 230

Natural and Applied Sciences

HSC 101
HSC 102
~HSC 105
~HSC 109
~HSN 103
~SCH 111
*SCP 250-251

Social Science

SSA 245
SSH 260
SSI 240
~SSN 188
~SSN 194
SSP 230
SSP 240
SSP 245

SSS 101
SSS 175
SSS 185
SSS 230
SSS 240
SSS 280
SSY 200
SSY 230
SSY 240
SSY 245 or 280 or 290
SSY 250

*All courses in the sequence must be completed to receive transfer credit in the appropriate category. Otherwise elective credit will be awarded only.

&This course can ony be used to fulfill the unrestricted elective requirement at LaGuardia.

^You may select only one of the following courses: BDP 100, BDP 101, MAT 130.

~You may select only one of the following courses: BDP 105, HSC 105, HSC 109, HSN 103, SSN 188, SSN 194, SSS 230.

SECTION 1.3

Herbert H. Lehman College
Bedford Park Boulevard/West
Bronx, NY 10468

Contact: Eileen J. Ackman
Associate Dean for Undergraduate Studies

Telephone Number: (212) 960-8104

MAJORS

BACHELOR OF ARTS

Accounting
American Studies
Ancient Civilizations of the Mediterranean and Near East
Anthropology
Art
Biology
Black Studies
Business Education
Chemistry
Comparative Literature
Computer Science
Dance
Economics
English
Family & Consumer Studies
French
Geography
Geology
German
Greek
Hebrew
Health Education
History
Italian
Italian-American Studies
Latin
Linguistics
Mathematics
Music
Philosophy
Physics
Political Science
Psychology
Puerto Rican Studies
Russian
Spanish
Speech

BACHELOR OF SCIENCE

Accounting
Chemistry
Dietetics, Foods and Nutrition
Health Services Administration
Music
Nursing
Physics
Recreational Education

TEACHER CERTIFICATION (PROVISIONAL)

Arts
Biology
Chemistry
Earth Science
Elementary
English
French
German
Health
Hebrew
Home Economics
Italian
Latin
Mathematics
Music
Physics
Russian
Spanish

LaGuardia Community College

Optimal Program of Study: Accounting Curriculum

In addition to the required curriculum for an A.A.S. in Accounting, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Accounting at Lehman College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The Course Selection List shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Accounting/Mangerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMA 150 - Individual Income Tax Procedures	3
AMA 201 - Intermediate Accounting I	3
AMA 202 - Intermediate Accounting II	3
AMM 101 - Introduction to Business	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as unrestricted elective)	4

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II (take as liberal arts elective)	3

Liberal Arts 4$

7 credits are required in this category. Since 3 credits will be taken in Introductory Economics II, 4 credits remain.

Unrestricted Electives 3$

7 credits are required in this category. Since 4 credits will be taken in Calculus I, 3 credits remain.

Total Credits 66

$See Course Selection List (pp. 79-81) for appropriate choice

* * *

LEHMAN COLLEGE ACCEPTS

13 credits toward distribution and qualification requirements
28 credits toward major requirements
4 credits toward CORE requirements

Total: 45 credits

YOU MUST COMPLETE

25 credits to meet distribution and qualification requirements
46 credits to meet major requirements
13 credits to meet CORE requirements

Total: 84 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ECO 171-172. A grade of C or better in all three courses is required to be accepted in the program.

2. AMA 110 was not evaluated. Suppose elective credit only.

3. Students must take AMA 210-211 to receive credit for ECO 439.

4. AMM 101 receives elective credit only. It may not be counted toward the B.S. degree.

5. BDP 100 receives elective credit only. It may not be counted toward the B.S. degree.

6. Coop Ed. courses receive elective credit only. They may not be counted toward the B.S. degree.

7. ENG 112 is equivalent to ENG 204 only if students pass the College Writing Examination on entrance. Otherwise it receives elective credit only and may not be counted toward the B.S. degree.

8. Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

   Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

   Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

9. MAT 110 receives elective credit only. It may not be counted toward the B.S. degree.

10. MAT 200 is equivalent to MAT 171-172-173. It satisfies CORE 108 requirement.

11. Students who have not had instruction in speech will be given an oral qualification examination.

12. Foreign Language Requirement:

The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit in a foreign language.

a. Transfer students who have completed a year of foreign language study at the college level or a one-semester upper level course in college have satisfied their foreign language requirement.

b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

13. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

14. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Accounting Curriculum

LaGuardia		Lehman			
		Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Free Electives
Accounting/Managerial Studies					
AMA 101-102-103	(6)	0	6	0	0
AMA 110	(3)	0	0	0	3
AMA 150	(3)	0	3	0	0
AMA 201-202	(6)	0	6	0	0
AMM 101	(3)	0	0	0	3
AMM 110	(3)	0	3	0	0
Computer Information Systems					
BDP 100	(3)	0	0	0	3
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0

Mathematics					
MAT 110	(3)	0	0	0	3
MAT 200	(4)	0	0	4	0
MAT 201	(4)	0	4	0	0
Social Science					
SSE 101	(3)	0	3	0	0
SSE 102	(3)	0	3	0	0
Liberal Arts					
Elective courses	(4)	4	0	0	0
Unrestricted Electives					
Urban Study	(3)	3	0	0	0
Total Credits	(66)				

						Total
Lehman Accepts	13	28	4	0	=	45
Excess Credits	0	0	0	21	=	21
						66

At least 128 credits are needed for the B.S. at Lehman College. By selecting carefully, transferring students from LaGuardia will have to complete 84 credits in addition to to their Associate degree (66 credits) to meet graduation requirements at Lehman.

LaGuardia Community College

Optimal Program of Study: Business Administration Curriculum

In addition to the required curriculum for an A.S. in Business Administration, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Business Management at Lehman College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The Course Selection List shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMM 101 - Introduction to Business	3
AMM 102 - Principles of Finance	3
AMM 103 - Principles of Management	3
AMM 104 - Principles of Marketing	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as liberal arts elective)	4

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II (take as liberal arts elective)	3

Liberal Arts 7-8$

14-15 credits are required in this category. Since 3 credits will be taken in Introductory Economics II, and 4 credits will be taken in Calculus I, 7-8 credits remain.

Total Credits 66

$See Course Selection List (pp. 79-81) for appropriate choice.

* * *

LEHMAN COLLEGE ACCEPTS

17 credits toward distribution and qualification requirements
15 credits toward major requirements
4 credits toward CORE requirements
21 credits toward free electives

Total: 57 credits

YOU MUST COMPLETE

21 credits to meet distribution and qualification requirements
37 credits to meet major requirements
13 credits to meet CORE requirements

Total: 71 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ECO 171-172.

2. AMA 110 was not evaluated. Suppose elective credit only.

3. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

4. AMM 103 receives elective credit only. It may not be counted toward the B.A. degree.

5. AMM 110 receives elective credit only. It may not be counted toward the B.A. degree.

6. BDP 100 receives elective credit only. It may not be counted toward the B.A. degree.

7. Coop Ed. courses receive elective credit only. They may not be counted toward the B.A. degree.

8. Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

   Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

   Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

9. MAT 110 receives elective credit only. It may not be counted toward the B.A. degree.

10. MAT 200 is equivalent to MAT 171-172-173. It satisfies CORE 108 requirement.

11. Students who have not had instruction in speech will be given an oral qualification examination.

12. Foreign Language Requirement:

The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit in a foreign language.

a. Transfer students who have completed a year of foreign language study at the college level or a one-semester upper level course in college have satisfied their foreign language requirement.

b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

13. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

14. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Business Administration Curriculum

LaGuardia		Lehman			
		Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Free Electives
Accounting/Managerial Studies					
AMA 101-102-103	(6)	0	3	0	3
AMA 110	(3)	0	0	0	3
AMM 101	(3)	0	0	0	3
AMM 102	(3)	0	3	0	0
AMM 103	(3)	0	0	0	3
AMM 104	(3)	0	3	0	0
AMM 110	(3)	0	0	0	3
Computer Information Systems					
BDP 100	(3)	0	0	0	3
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0

Mathematics							
MAT 110	(3)	0	0	0	3		
MAT 200	(4)	0	0	4	0		
MAT 201	(4)	4	0	0	0		
Social Science							
SSE 101	(3)	0	3	0	0		
SSE 102	(3)	0	3	0	0		
Liberal Arts							
Urban Study	(3)	3	0	0	0		
Elective courses	(4)	4	0	0	0		
Total Credits	(66)						
							Total
Lehman Accepts		17	15	4	21	=	57
Excess Credits		0	0	0	9	=	9
							66

At least 128 credits are needed for the B.A. at Lehman College. By selecting carefully, transferring students from LaGuardia will have to complete 71 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Lehman.

LaGuardia Community College

Optimal Program of Study: Business Management Curriculum

In addition to the required curriculum for an A.A.S. in Business Management, the *Optimal Program of Study* includes courses that increase the number of credits accepted for a Bachelor of Arts in Business Management at Lehman College. The *Transfer Advisory Notes* will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The *Course Selection List* shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMM 101 - Introduction to Business	3
AMM 103 - Principles of Management	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 112 - Writing for Business	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as liberal arts elective)	4

Social Science

SSE 101 - Introductory Economics I 3
(take as liberal arts elective)

Liberal Arts 2$

6-9 credits are required in this category. Since 3 credits will be taken in Introductory Economics I and 4 credits will be taken in Calculus I, 2 credits remain.

Unrestricted Electives 12-15$

12-15 credits are required in this category.

Total Credits 67

$See Course Selection List (pp. 79-81) for appropriate choice.

* * *

LEHMAN COLLEGE ACCEPTS

24 credits toward distribution and qualification requirements
9 credits toward major requirements
4 credits toward CORE requirements
21 credits toward free electives

Total: 58 credits

YOU MUST COMPLETE

14 credits to meet distribution and qualification requirements
43 credits to meet major requirements
13 credits to meet CORE requirements

Total: 70 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ECO 171-172.

2. AMA 110 was not evaluated. Suppose elective credit only.

3. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

4. AMM 103 receives elective credit only. It may not be counted toward the B.A. degree

5. AMM 110 receives elective credit only. It may not be counted toward the B.A. degree.

6. BDP 100 receives elective credit only. It may not be counted toward the B.A. degree.

7. Coop Ed. courses receive elective credit only. They may not be counted toward the B.A. degree.

8. Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

   Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

   Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

9. MAT 110 receives elective credit only. It may not be counted toward the B.A. degree.

10. MAT 200 is equivalent to MAT 171-172-173. It satisfies CORE 108 requirement.

11. Students who have not had instruction in speech will be given an oral qualification examination.

12. Foreign Language Requirement:

The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit in a foreign language.

a. Transfer students who have completed a year of foreign language study at the college level or a one-semester upper level course in college have satisfied their foreign language requirement.

b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

13. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

14. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Business Management Curriculum

LaGuardia		**Lehman**			
		Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Free Electives
Accounting/Managerial Studies					
AMA 101-102-103	(6)	0	3	0	3
AMA 110	(3)	0	0	0	3
AMM 101	(3)	0	0	0	3
AMM 103	(3)	0	0	0	3
AMM 110	(3)	0	0	0	3
Computer Information Systems					
BDP 100	(3)	0	0	0	3
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 112	(3)	3	0	0	0

Mathematics						
MAT 110	(3)	0	0	0	3	
MAT 200	(4)	0	0	4	0	
MAT 201	(4)	4	0	0	0	
Social Science						
SSE 101-102	(6)	0	6	0	0	
Liberal Arts						
Elective course	(2)	2	0	0	0	
Unrestricted Electives						
Elective course	12	12	0	0	0	
Total Credits	(67)					
						Total
Lehman Accepts		24	9	4	21 =	58
Excess Credits		0	0	0	9 =	9
						----- 67

At least 128 credits are needed for the B.A. at Lehman College. By selecting carefully, transferring students from LaGuardia will have to complete 70 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Lehman.

LaGuardia Community College

Optimal Program of Study: Computer Science Curriculum

In addition to the required curriculum for an A.S. in Computer Science, the *Optimal Program of Study* includes courses that increase the number of credits accepted for a Bachelor of Arts in Computer Science at Lehman College. The *Transfer Advisory Notes* will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The *Course Selection List* shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Accounting/Managerial Studies

AMM 101 - Introduction to Business	3

Data Processing

BDP 101 - Introduction to Computer Science	4
BDP 195 - Structured Programming with COBOL	4
BDP 196 - BAL for Computer Science	5
BDP 210 - PL/I Programming (take as unrestricted elective)	3
BDP 230 - Operating Systems (take as unrestricted elective)	3
BDP 295 - Computer Architecture	4

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 200 - Precalculus or MAT 210 - Linear Algebra	3-4
MAT 201 - Calculus I	4
MAT 202 - Calculus II	4
MAT 203 - Calculus III	4
MAT 230 - Introduction to Discrete Mathematics	4

Social Science

SSE 100 - Introduction to Social Science	3

Liberal Arts Electives	3$

3 credits are required in this category.

Total Credits	66-67

$See Course Selection List (pp. 79-81) for appropriate choice.

* * *

LEHMAN COLLEGE ACCEPTS

12 credits toward distribution and qualification requirements
27-30 credits toward major requirements
3-7 credits toward CORE requirements
credits toward free electives

Total: 66 credits

YOU MUST COMPLETE

26 credits to meet distribution requirements
11-14 credits to meet major requirements
10-14 credits to meet CORE requirements
12 credits to meet free electives

Total: 62 credits
Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

2. BDP 195 receives elective credit only. It may not be counted toward the B.A. degree.

3. BDP 230 may be used to satisfy distribution requirements.

4. BDP 295 receives elective credit only. It may not be counted toward the B.A. degree.

5. Coop Ed courses receive elective credit only. They may not be counted toward the B.A. degree.

6. Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

   Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

   Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

7. MAT 110 receives elective credit only. It may not be counted toward the B.A. degree.

8. MAT 200 is equivalent to MAT 171-172-173. It satisfies CORE 108 requirement.

9. SSI 100 satisfies CORE 102 requirement.

10. Students who have not had instruction in speech will be given an oral qualification examination.

11. Foreign Language Requirement:

The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit in a foreign language.

a. Transfer students who have completed a year of foreign language study at the college level or a one-semester upper level course in college have satisfied their foreign language requirement.

b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

12. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

13. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Computer Science Curriculum

LaGuardia		Lehman Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Free Electives
Accounting/Managerial Studies					
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 101	(4)	0	4	0	0
BDP 195	(4)	0	0	0	4
BDP 196	(5)	0	4	0	0
BDP 210	(3)	0	3	0	0
BDP 230	(3)	3	0	0	0
BDP 295	(4)	0	0	0	4
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0

Mathematics

MAT 200 or	(4)	0	0	4	0
MAT 210	(3)	0	3	0	0
MAT 201	(4)	0	4	0	0
MAT 202	(4)	0	4	0	0
MAT 203	(4)	0	4	0	0
MAT 230	(4)	0	4	0	0

Social Science

SSI 100	(3)	0	0	3	0

Liberal Arts

Urban Study	(3)	3	0	0	0

Total Credits 66-67

						Total
Lehman Accepts	12	27-30	3-7	20	=	65-66
Excess Credits	0	0	0	1	=	1

						66-67

At least 128 credits are needed for the B.A. at Lehman College. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Lehman.

LaGuardia Community College

Optimal Program of Study: Operations Curriculum

In addition to the required curriculum for an A.A.S. in Operations, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Computer Science at Lehman College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The Course Selection List shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3
BDP 106 - COBOL Programming I	3
BDP 108 - RPG Programming	3
BDP 120 - System/370 Assembler Language I	3
BDP 210 - PL/I Programming (take as Computer Information Systems elec.)	3
BDP 230 - Operating Systems	3
BDP 270 - Computer Operations I	3
BDP 275 - Computer Operations II	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English/Humanities

ENG 101 - Composition I	3
ENG 102 - Composition II (take as English or Humanities elective)	3

Mathematics

MAT 110 - Algebra or MAT 200 - Precalculus	3-4
MAT 201 - Calculus I (take as Math elective)	4

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts Electives	5$

5 credits are required in this category.

Unrestricted Electives	6$

6 credits are required in this category.

Total Credits	66

$See Course Selection List (pp. 79-81) for appropriate choice.

* * *

LEHMAN COLLEGE ACCEPTS

	19-23	credits toward distribution and qualification requirements
	6	credits toward major requirements
	3-7	credits toward CORE requirements
	33	credits toward free electives
Total:	66	credits

YOU MUST COMPLETE

	15-19	credits to meet distribution and qualification requirements
	35-36	credits to meet major requirements
	10-14	credits to meet CORE requirements
Total:	62	credits
Grand Total:	128	credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. AMA 101-102 receive credit for ECO 171 only.

2. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

3. BDP 100 receives elective credit only. It may not be counted toward the B.A. degree.

4. BDP 108 receives elective credit only. It may not be counted toward the B.A. degree.

5. BDP 120 receives elective credit only. It may not be counted toward the B.A. degree.

6. BDP 230 may be used to satisfy distribution requirement.

7. BDP 270 receives elective credit only. It may not be counted toward the B.A. degree.

8. BDP 275 receives elective credit only. It may not be counted toward the B.A. degree.

9. Coop Ed courses receive elective credit only. They may not be counted toward the B.A. degree.

10. Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

    Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

    Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

11. MAT 110 receives elective credit only. It may not be counted toward the B.A. degree.

12. MAT 200 is equivalent to MAT 171-172-173. It satisfies CORE 108 requirement.

13. SSI 100 satisfies CORE 102 requirement.

14. Students who have not had instruction in speech will be given an oral qualification examination.

15. Foreign Language Requirement:

    The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit a foreign language.

    a. Transfer students who have completed a year of foreign language study at the college level or a one-semester upper level course in college have satisfied their foreign language requirement.

    b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

16. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

17. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Operations Curriculum

LaGuardia		Lehman			
		Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Free Electives
Accounting/Managerial Studies					
AMA 101-102	(4)	0	0	0	3
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 100	(3)	0	0	0	3
BDP 106	(3)	0	3	0	0
BDP 108	(3)	0	0	0	3
BDP 120	(3)	0	0	0	3
BDP 210	(3)	0	3	0	0
BDP 230	(3)	3	0	0	0
BDP 270	(3)	0	0	0	3
BDP 275	(3)	0	0	0	3
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0

Mathematics						
MAT 110	(3)	0	0	0	3	
or						
MAT 200	(4)	0	0	4	0	
MAT 201	(4)	4	0	0	0	
Social Science						
SSI 100	(3)	0	0	3	0	
Liberal Arts						
Elective course(s)	(1-5)	1-5	0	0	0	
Unrestricted Electives						
Urban Study	(3)	3	0	0	0	
Elective course	(3)	3	0	0	0	
Total Credits	(67)					
						Total
Lehman Accepts		19-23	6	3-7	33 =	66
Excess Credits		0	0	0	1 =	1
						66-67

At least 128 credits are needed for the B.S. at Lehman College. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Lehman.

LaGuardia Community College

Optimal Program of Study: Programming Curriculum

In addition to the required curriculum for an A.A.S. in Programming, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Computer Science at Lehman College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The Course Selection List shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3
BDP 106 - COBOL Programming I	3
BDP 110 - Systems Analysis and Design	3
BDP 120 - System/370 Assembler Language I	3
BDP 121 - System/370 Assembler Language II	3
BDP 200 - COBOL Programming II	3
BDP 210 - PL/I Programming	3
BDP 230 - Operating Systems	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English/Humanities

ENG 101 - Composition I	3
ENG 102 - Composition II (take as English or Humanities elective)	3

Mathematics

MAT 110 - Algebra or MAT 200 - Precalculus	3-4
MAT 201 - Calculus I (take as Math elective)	4

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts Electives	5$

5 credits are required in this category.

Unrestricted Electives	6$

6 credits are required in this category.

Total Credits	67

$See Course Selection List (pp. 79-81) for appropriate choice.

* * *

LEHMAN COLLEGE ACCEPTS

	24	credits toward distribution and qualification requirements
	6	credits toward major requirments
	3-7	credits toward CORE requirements
	30-34	credits toward free electives
Total:	66	credits

YOU MUST COMPLETE

	14	credits to meet distribution and qualification requirements
	35-36	credits to meet major requirements
	10-14	credits to meet CORE requirements
Total:	62	credits
Grand Total:	128	credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. AMA 101-102 receive credit for ECO 171 only.

2. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

3. BDP 100 receives elective credit only. It may not be counted toward the B.A. degree.

4. BDP 110 receives elective credit only. It may not be counted toward the B.A. degree.

5. BDP 120 receives elective credit only. It may not be counted toward the B.A. degree.

6. BDP 121 receives elective credit only. It may not be counted toward the B.A. degree.

7. BDP 200 receives elective credit only. It may not be counted toward the B.A. degree.

8. BDP 230 may be used to satisfy distribution requirement.

9. Coop Ed courses receive elective credit only. They may not be counted toward the B.A. degree.

10. Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

    Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

    Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

11. MAT 110 receives elective credit only. It may not be counted toward the B.A. degree.

12. MAT 200 is equivalent to MAT 171-172-173. It satisfies CORE 108 requirement.

13. SSI 100 satisfies CORE 102 requirement.

14. Students who have not had instruction in speech will be given an oral qualifiation examination.

15. Foreign Language Requirement:

    The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit in a foreign language.

    a. Transfer students who have completed a year of foreign language study at the college level or a one-semester upper level course in college have satisfied their foreign language requirement.

    b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

16. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

17. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Programming Curriculum

LaGuardia		Lehman			
		Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Free Electives
Accounting/Managerial Studies					
AMM 101-102	(4)	0	0	0	3
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 100	(3)	0	0	0	3
BDP 106	(3)	0	3	0	0
BDP 110	(3)	0	0	0	3
BDP 120	(3)	0	0	0	3
BDP 121	(3)	0	0	0	3
BDP 200	(3)	0	0	0	3
BDP 210	(3)	0	3	0	0
BDP 230	(3)	3	0	0	0
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0

Mathematics					
MAT 110	(3)	0	0	0	3
or					
MAT 200	(4)	0	0	4	0
MAT 201	(4)	4	0	0	0
Social Science					
SSI 100	(3)	0	0	3	0
Liberal Arts					
Elective courses	(5)	5	0	0	0
Unrestricted Electives					
Urban Study	(3)	3	0	0	0
Elective course	(3)	3	0	0	0
Total Credits	67				

						Total
Lehman Accepts	24	6	3-7	30-34	=	65-66
Excess Credits	0	0	0	1	=	1

						66-67

At least 128 credits are needed for the B.A. at Lehman College. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Lehman.

LaGuardia Community College

Optimal Program of Study: Liberal Arts Curriculum

In addition to the required curriculum for an A.A. in Liberal Arts, the *Optimal Program of Study* includes courses that increase the number of credits accepted for a Bachelor of Arts at Lehman College. The *Transfer Advisory Notes* will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The *Course Selection List* shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3
ENG 103 - The Research Paper	2

English/Humanities

One English elective	3$
One Humanities elective	3$
One English or Humanities elective	3$

Liberal Arts

LIB 200 - Humanism and Technology	3
Elective courses	7$

Mathematics/Natural and Applied Sciences

One Math elective	3$
One Natural and Applied Sciences elective	3$
One Math or Science elective	3$

Social Science

SSI 100 - Introduction to Social Science	3
Two Social Science electives	6$

Unrestricted Electives	12$

12 credits are required in this category.

Total Credits	66

$See Course Selection List (pp. 79-81) for appropriate choice.

* * *

LEHMAN COLLEGE ACCEPTS

43 credits toward distribution and qualification requirements
6 credits toward CORE requirements
17 credits toward free electives

Total: 66 credits

YOU MUST COMPLETE

11 credits to meet CORE requirements
30 credits to meet major requirements
21 credits to meet free electives

Total: 62 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed courses receive elective credit only. They may not be counted toward the B.A. degree.

2. ENG 103 receives elective credit only. It may not be counted toward the B.A. degree.

3 Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

   Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

   Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

4. LIB 200 satisfies CORE 100 requirement.

5. SSI 100 satisfies CORE 102 requirement.

6. Students who have not had instruction in speech will be given an oral qualification examination.

7. Foreign Language Requirement:

   The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit in a foreign language.

   a. Transfer students who have completed a year of foreign language study at the College level or a one-semester upper level course in college have satisfied their foreign language requirement.

   b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

8. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

9. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Liberal Arts Curriculum

LaGuardia		Lehman Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Free Electives
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0
ENG 103	(2)	0	0	0	2
English/Humanities					
One ENG elective	(3)	3	0	0	0
One HUM elective	(3)	3	0	0	0
ONE ENG or HUM elective	(3)	3	0	0	0
Liberal Arts					
LIB 200	(3)	0	0	3	0
Elective courses	(7)	7	0	0	0

Mathematics/Natural and Applied Sciences							
One Math elective	(3)	3	0	0	0		
One NAS elective	(3)	3	0	0	0		
One Math or NAS elective	(3)	3	0	0	0		
Social Science							
SSI 100	(3)	0	0	3	0		
Elective courses	(6)	6	0	0	0		
Unrestricted Electives							
Urban Study	(3)	3	0	0	0		
Elective courses	(9)	3	0	0	6		
Total Credits	(66)						
							Total
Lehman Accepts		43	0	6	17	=	66
Excess Credits		0	0	0	0	=	00

							66

At least 128 credits are needed for the B.A. at Lehman College. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Lehman.

LaGuardia Community College

Optimal Program of Study: Liberal Arts and Science Curriculum

In addition to the required curriculum for an A.S. in Liberal Arts and Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts at Lehman College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The Course Selection List shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

English/Humanities

Two electives from English or Humanities	6$

Liberal Arts

LIB 200 - Humanism and Technology	3

Mathematics/Natural and Applied Sciences

One Math elective course	3$
One Natural and Applied Sciences elective course	3$
Seven Math or Science elective courses	21$

Social Science

SSI 100 - Introduction to Social Science	3
Two Social Science elective courses	6$

Unrestricted Electives 6$

6 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 79-81) for appropriate choice.

* * *

LEHMAN COLLEGE ACCEPTS

27 credits toward distribution and qualification requirements
24 credits toward major requirements
6 credits toward CORE requirements
9 credits toward free electives

Total: 66 credits

YOU MUST COMPLETE

11 credits to meet distribution and qualification requirements
15-17 credits to meet major requirements
11 credits to meet CORE requirements
25 credits to meet free electives

Total: 62 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed courses receive elective credit only. The may not be counted toward the B.A. degree.

2. Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

   Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

   Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

3. LIB 200 satisfies CORE 100 requirement.

4. SSI 100 satisfies CORE 102 requirement.

5. Students who have not had instruction in speech will be given an oral qualification examination.

6. Foreign Language Requirement:

   The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit in a foreign language.

   a. Transfer students who have completed a year of foreign language study at the college level or a one semester upper level course in college have satisfied their foreign language requirement.

   b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

7. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

8. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Liberal Arts and Science Curriculum

LaGuardia		Lehman			
		Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Free Electives
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0
English/Humanities					
Elective courses	(6)	6	0	0	0
Liberal Arts					
LIB 200	(3)	0	0	3	0
Mathematics/Natural and Applied Sciences					
One Math Elective	(3)	0	3	0	0
One Science Elect.	(3)	3	0	0	0
Seven Elective courses	(21)	0	21	0	0

Social Science						
SSI 100	(3)	0	0	3	0	
Elective courses	(6)	6	0	0	0	
Unrestricted Electives						
Urban Study	(3)	3	0	0	0	
Elective course	(3)	3	0	0	0	
Total Credits	(66)					
						Total
Lehman Accepts		27	24	6	9 =	66
Excess Credits		0	0	0	0 =	0

						66

At least 128 credits are needed for the B.A. at Lehman College. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Lehman.

LaGuardia Community College

Optimal Program of Study: Administrative Office Assistant Curriculum

In addition to the required curriculum for an A.A.S. in Administrative Office Assistant, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Business Education at Lehman College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The Course Selection List shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Accounting/Managerial Studies

AMA 120 - Secretarial Accounting	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3
ENG 103 - Writing the Research Paper	2

Humanities

HUC 101 - Oral Communication	3
*HUC 106 - Public Speaking	(3)

Mathematics/Natural and Applied Sciences

Mathematics or Natural and Applied Sciences elective	3$

Office Technology/Secretarial Science

SEC 100, 110, 120 - Stenography I, II, III - Gregg or	7
SEC 101, 111, 121 - Stenography I, II, III - Pitman	7
SEC 140-141-142 - Typewriting I, II, III	6
SEC 145 - Word Processing I	2
SEC 147 - Administration of Word Processing Center	3
SEC 200-201 - Office Techniques and Trends I, II	4

Social Science

SSI 100 - Introduction to Social Science	3
*SSY 101 - General Psychology	(3)

Liberal Arts Elective 3$

3 credits are required in this category.

Unrestricted Electives 4$

4 credits are required in this category.

Total Credits 66

*Choose either HUC 106 or SSY 101.
$See Course Selection List (pp. 79-81) for appropriate choice.

* * *

LEHMAN COLLEGE ACCEPTS

	22	credits toward distribution and qualification requirements
	7	credits toward major requirements
	3	credits toward CORE requirements
	30	credits toward free electives
Total:	62	credits

YOU MUST COMPLETE

	16	credits to meet distribution and qualification requirements
	38-48	credits to meet major requirements
	14	credits to meet CORE requirements
Total:	68	credits
Grand Total:	128	credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. AMA 120 receives elective credit only. It may not be counted toward the B.A. degree.

2. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

3. BDP 100 receives elective credit only. It may not be counted toward the B.A. degree.

4. Coop Ed courses receive elective credit only. They may not be counted toward the B.A. degree.

5. ENG 103 receives elective credit only. It may not be counted toward the B.A. degree.

6. Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

   Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

   Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

7. SEC 100, 110, 120 are equivalent to BUS 105, 205. BUS 105 and 205 receive elective credit only. They may not be counted toward the B.A. degree.

8. SEC 101, 111, 121 are equivalent to BUS 105, 205. BUS 105 and 205 receive elective credit only. They may not be counted toward the B.A. degree.

9. SEC 140-142-142 are equivalent to BUS 101, 201, 301. BUS 101, 201, 301 fulfill elective only. They may not be counted toward the B.A. degree.

10. SEC 147 receives elective credit only. It may not be counted toward the B.A. degree.

11. SEC 200-201 receive credit for BUS 421.

12. SSI 100 satisfies CORE 102 requirement.

13. Foreign Language Requirement:

    The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit in a foreign language.

    a. Transfer students who have completed a year of foreign language study at the college level or a one-semester upper level course in college have satisfied their foreign language requirement.

    b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

14. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

15. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Administrative Office Assistant Curriculum

LaGuardia		Lehman			
		Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Free Electives
Accounting/Managerial Studies					
AMA 120	(2)	0	2	0	0
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 100	(3)	0	0	0	3
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0
ENG 103	(2)	0	0	0	2
Humanities					
HUC 101	(3)	3	0	0	0
*HUC 106	(3)	3	0	0	0

Mathematics/Natural and Applied Sciences							
Math or NAS elect.	(3)	3	0	0	0		
Office Technology/ Secretarial Science							
SEC 100,110,120 or	(7)	0	0	0	7		
SEC 101,111,121	(7)	0	0	0	7		
SEC 140-141-142	(6)	0	0	0	6		
SEC 145	(2)	0	2	0	0		
SEC 147	(3)	0	0	0	3		
SEC 200-201	(4)	0	3	0	0		
Social Science							
SSI 100	(3)	0	0	3	0		
*SSY 101	(3)	3	0	0	0		
Liberal Arts							
Elective course	(3)	3	0	0	0		
Unrestricted Electives							
Urban Study course	(3)	3	0	0	0		
Elective course	(1)	1	0	0	0		
Total Credits	(66)						
							Total
Lehman Accepts		22	7	3	30	=	62
Excess Credits		0	1	0	3	=	4
							66

*Choose either HUC 106 or SSY 101.

At least 128 credits are needed for the B.A. at Lehman College. By selecting carefully, transferring students from LaGuardia will have to complete 68 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Lehman.

LaGuardia Community College

Optimal Program of Study: Bilingual Concentration Curriculum

In addition to the required curriculum for an A.A.S. in Bilingual Concentration, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Business Education at Lehman College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The Course Selection List shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Accounting/Managerial Studies

AMM 101 - Introduction to Business	3
AMM 120 - Office and Personnel Management	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Humanities

HUS 105 - Spanish for Fluent Speakers	3
HUS 210 - Advanced Spanish Composition	3
HUS 220 - Commercial Spanish	3

Mathematics/Natural and Applied Sciences

One Math or Natural and Applied Sciences elective	3§

Office Technology/Secretarial Science

SEC 100, 110, 120 - Stenography I, II, III - Gregg	7
SEC 105, 115 - Spanish Stenography I, II	4
SEC 140-141-142 - Typewriting I, II, III	6
SEC 200-201 - Office Techniques and Trends I, II	4
SEC 218-219 - Bilingual Transcription I, II	8

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts 1-4$

1-4 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 79-81) for appropriate choice.

* * *

LEHMAN COLLEGE ACCEPTS

16 credits toward distribution and qualification requirements
6 credits toward major requirements
3 credits toward CORE requirements
34 credits toward free electives

Total: 59 credits

YOU MUST COMPLETE

22 credits to meet distribution and qualification requirements
31-47 credits to meet major requirements
13 credits to meet CORE requirements

Total: 72 credits

Grand Total: 131 credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

2. AMM 120 may be used to fulfill major or minor requirements.

3. Coop Ed courses receive elective credit only. They may not be counted toward the B.A. degree.

4. Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

   Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

   Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

5. SEC 100, 110, 120 are equivalent to BUS 105, 205. BUS 105 and 205 fulfill elective credit only. They may not be counted toward the B.A. degree.

6. SEC 105, 115 receive elective credit only. They may not be counted toward the B.A. degree.

7. SEC 140-141-142 are equivalent to BUS 101, 201, 301. BUS 101, 201, 301 fulfill elective credit only. They may not be counted toward the B.A. degree.

8. SEC 200-201 receive credit for BUS 421.

9. SEC 218-219 are equivalent to BUS 266. BUS 266 fulfills elective credit only. It may not be counted toward the B.A. degree.

10. SSI 100 satisfies CORE 102 requirement.

11. Foreign Language Requirement:

    The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit in a foreign language.

a. Transfer students who have completed a year of foreign language study at the college level or a one-semester upper level course in college have satisfied their foreign language requirement.

b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

12. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

13. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Bilingual Concentration Curriculum

LaGuardia		Lehman			
		Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Electives
Accounting/Managerial Studies					
AMM 101	(3)	0	0	0	3
AMM 120	(3)	0	3	0	0
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0
Humanities					
HUS 105	(3)	3	0	0	0
HUS 210	(3)	3	0	0	0
HUS 220	(3)	3	0	0	0
Mathematics/Natural and Applied Sciences					
Math or NAS elect.	(3)	3	0	0	0

Office Technology/ Secretarial Science						
SEC 100, 110, 120	(7)	0	0	0	7	
SEC 105, 115	(4)	0	0	0	4	
SEC 140-141-142	(6)	0	0	0	6	
SEC 200-201	(4)	0	3	0	0	
SEC 218-219	(8)	0	0	0	2	
Social Science						
SSI 100	(3)	0	0	3	0	
Liberal Arts						
Urban Study	(1-4)	1-4	0	0	0	
Total Credits	(66)					
						Total
Lehman Accepts		19	6	3	31 =	59
Excess Credits		0	1	0	6 =	7

						66

At least 128 credits are needed for the B.A. at Lehman College. By selecting carefully, transferring students from LaGuardia will have to complete 72 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Lehman.

LaGuardia Community College

Optimal Program of Study: Executive Curriculum

In addition to the required curriculum for an A.A.S. in Executive Curriculum, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Business Education at Lehman College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The Course Selection List shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Accounting/Managerial Studies

AMM 101 - Introduction to Business	3
AMM 120 - Office and Personnel Management	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics/Natural and Applied Sciences

One Math or Natural and Applied Sciences elective	3S

Office Technology/Secretarial Science

SEC 100, 110, 120 - Stenography I, II, III - Gregg	7
or	
SEC 101, 111, 121 - Stenography I, II, III - Pitman	7
SEC 140-141-142 - Typewriting I, II, III	6
SEC 200-201 - Office Techniques and Trends I, II	4
SEC 210, 216 - Transcription I, II - Gregg	6
or	
SEC 211, 221 - Transcription I, II - Pitman	6

Social Science

SSI 100 - Introduction to Social Science 3

Liberal Arts 11$

11 credits are required in this category.

Unrestricted Electives 5$

5 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 79-81) for appropriate choice.

* * *

LEHMAN COLLEGE ACCEPTS

25 credits toward distribution and qualification requirements
8 credits toward major requirements
3 credits toward CORE requirements
25 credits toward free electives

Total: 61 credits

YOU MUST COMPLETE

18 credits to meet distribution and qualification requirements
35-45 credits to meet major requirements
14 credits to meet CORE requirements

Total: 67 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

2. AMM 120 may be used to satisfy major or minor requirements.

3. Coop Ed courses receive elective credit only. They may not be counted toward the B.A. degree.

4. Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

   Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

   Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

5. SEC 100, 110, 120 are equivalent to BUS 105, 205. BUS 105 and 205 fulfill elective credit only. They may not be counted toward the B.A. degree.

6. SEC 101, 111, 121 are equivalent to BUS 105, 205. BUS 105 and 205 fulfill elective credit only. They may not be counted toward the B.A. degree.

7. SEC 140-141-142 are equivalent to BUS 101, 201, 301. BUS 101, 201, 301 fulfill elective credit only. They may not be counted toward the B.A. degree.

8. SEC 200-201 receive credit for BUS 421.

9. SEC 210, 216 are equivalent to BUS 305.

10. SEC 211, 221 are equivalent to BUS 305.

11. SSI 100 satisfies CORE 102 requirement.

12. Foreign Language Requirement:

The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit in a foreign language.

a. Transfer students who have completed a year of foreign language study at the college level or a one-semester upper level course in college have satisfied their foreign language requirement.

b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

13. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

14. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Executive Curriculum

LaGuardia		Lehman Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Free Electives
Accounting/Managerial Studies					
AMM 101	(3)	0	0	0	3
AMM 120	(3)	0	3	0	0
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0
Mathematics/Natural and Applied Sciences					
Math or NAS elective	(3)	3	0	0	0

Office Technology/ Secretarial Science						
SEC 100,110,120	(7)	0	0	0	7	
or						
SEC 101,111,121	(7)	0	0	0	7	
SEC 140-142-142	(6)	0	0	0	6	
SEC 200-201	(4)	0	3	0	0	
SEC 210,216	(6)	0	2	0	0	
or						
SEC 211,221	(6)	0	2	0	0	
Social Science						
SSI 100	(3)	0	0	3	0	
Liberal Arts						
Elective courses	(11)	11	0	0	0	
Unrestricted Electives						
Urban Study course	(3)	3	0	0	0	
Elective courses	(2)	2	0	0	0	
Total Credits	(66)					
						Total
Lehman Accepts		25	8	3	25 =	61
Excess Credits		0	5	0	0 =	5
						66

At least 128 credits are needed for the B.A. at Lehman College. By selecting carefully, transferring students from LaGuardia will have to complete 67 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Lehman.

LaGuardia Community College

Optimal Program of Study: Legal Curriculum

In addition to the required curriculum for an A.A.S. in Legal Curriculum, the *Optimal Program of Study* includes courses that increase the number of credits accepted for a Bachelor of Arts in Business Education at Lehman College. The *Transfer Advisory Notes* will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The *Course Selection List* shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Accounting/Managerial Studies

AMM 110 - Business Law I	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics/Natural and Applied Sciences

One Math or Natural and Applied Sciences elective	3$

Office Technology/Secretarial Science

SEC 100, 110, 120 - Stenography I, II, III - Gregg	7
or	
SEC 101, 111, 121 - Stenography I, II, III - Pitman	7
SEC 140-141-142 - Typewriting I, II, III	6
SEC 145 - Word Processing I	2
SEC 200-201 - Office Techniques and Trends I, II	4
SEC 235-245 - Legal Office Technology I, II - Gregg	6
or	
SEC 236-246 - Legal Office Technology I, II - Pitman	6

SEC 265-275 - Legal Dictation and Transcription I, II (Gregg)	6
or	
SEC 266-276 - Legal Dictation and Transcription I, II (Pitman)	6

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts	11$

11 credits are required in this category.

Total Credits	66

$See Course Selection List (pp. 79-81) for appropriate choice.

* * *

LEHMAN COLLEGE ACCEPTS

20 credits toward distribution and qualification requirements
8 credits toward major requirements
3 credits toward CORE requirements
34 credits toward free electives

Total: 65 credits

YOU NEED TO COMPLETE

18 credits to met distribution and qualification requirements
35-45 credits to meet major requirements
13 credits to meet CORE requirements

Total: 66 credits

Grand Total: 131 credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed courses receive elective credit only. They may not be counted toward the B.A. degree.

2. Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

   Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

   Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

3. SEC 100, 110, 120 are equivalent to BUS 105, 205. BUS 105 and 205 fulfill elective credit only. They may not be counted toward the B.A. degree.

4. SEC 101, 111, 112 are equivalent to BUS 105, 205. BUS 105 and 205 fulfill elective credit only. They may not be counted toward the B.A. degree.

5. SEC 140-141-142 are equivalent to BUS 101, 201, 301. BUS 101, 201, 301 fulfill elective credit only. They may not be counted toward the B.A. degree.

6. SEC 200-201 are equivalent to BUS 421.

7. SEC 235, 245 were not evaluated. Suppose elective credit only.

8. SEC 236, 246 were not evaluated. Suppose elective credit only.

9. SEC 265, 275 were not evaluated. Suppose elective credit only.

10. SEC 266, 276 were not evaluated. Suppose elective credit only.

11. SSI 100 satisfies CORE 102 requirement.

12. Foreign Language Requirement:

The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit in a foreign language.

a. Transfer students who have completed a year of foreign language study at the college level or a one-semester upper level course in college have satisfied their foreign language requirement.

b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

13. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

14. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Legal Curriculum

LaGuardia		Lehman			
		Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Free Electives
Accounting/Managerial Studies					
AMM 110	(3)	0	3	0	0
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0
Mathematics/Natural and Applied Sciences					
Math or NAS elective	(3)	3	0	0	0

Office Technology/ Secretarial Science						
SEC 100,110,120	(7)	0	0	0	7	
or						
SEC 101,111,121	(7)	0	0	0	7	
SEC 140-141-142	(6)	0	0	0	6	
SEC 145	(2)	0	2	0	0	
SEC 200-201	(4)	0	3	0	0	
SEC 235, 245	(6)	0	0	0	6	
or						
SEC 236, 246	(6)	0	0	0	6	
SEC 265, 275	(6)	0	0	0	6	
or						
SEC 266, 276	(6)	0	0	0	6	
Social Science						
SSI 100	(3)	0	0	3	0	
Liberal Arts						
Urban Study course	(3)	3	0	0	0	
Elective courses	(8)	8	0	0	0	
Total Credits	(66)					
						Total
Lehman Accepts		20	8	3	34 =	65
Excess Credits		0	1	0		1

						66

At least 128 credits are needed for the B.A. at Lehman College. By selecting carefully, transferring students from LaGuardia will have to complete 66 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Lehman.

LaGuardia Community College

Optimal Program of Study: Office Technology Curriculum

In addition to the required curriculum for an A.A.S. in Office Technology, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Business Education at Lehman College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Lehman College. The Course Selection List shows those LaGuardia courses that meet Lehman College's distribution, CORE, and qualification requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II (take as unrestricted elective)	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Humanities

HUC 101 - Oral Communication	3

Mathematics/Natural and Applied Sciences

Math or Natural and Applied Sciences elective	3$

Office Technology/Secretarial Science

SEC 140-141-142 - Typewriting I, II, III	6
SEC 145-146 - Word Processing I, II	4
SEC 147 - Administration of Word Processing	3
SEC 150 - Word Processing on the Microcomputer	2
SEC 151-152 - Microcomputer Applications I, II	4
SEC 260 - Business Communications	3
SEC 261 - Electronic Office Procedures	2

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts 6$

6 credits are required in this category.

Unrestricted Electives 2$

4 credits are required in this category. Since 2 credits will be taken in AMA 102, Principles of Accounting II, 2 credits remain.

Total Credits 66

$See Course Selection List (pp. 79-81) for appropriate choice.

* * *

LEHMAN COLLEGE ACCEPTS

20 credits toward distribution and qualification requirements
5 credits toward major requirements
3 credits toward CORE requirements
30 credits toward free electives
Total: 58 credits

YOU MUST COMPLETE

18 credits to meet distribution and qualification requirements
38-48 credits to meet major requirements
14 credits to meet CORE requirements
Total: 70 credits

Grand Total: 128 Credits

LAGUARDIA COMMUNITY COLLEGE/LEHMAN COLLEGE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102 to receive credit for ECO 171.

2. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

3. BDP 100 receives elective credit only. It may not be counted toward the B.A. degree.

4. Coop Ed courses receive elective credit only. They may not be counted toward the B.A. degree.

5. Transfer students must pass the Writing Assessment Test (WAT) before registering at Lehman College.

   Students with 60 credits or more who completed ENG 101-102 with a grade of C or better and who pass the College Writing Examination (CWE) are considered to have satisfied the College Writing requirement.

   Students who do not pass the CWE are placed in the appropriate course in the writing sequence according to the CWE results rather than the WAT score.

6. SEC 140-141-142 are equivalent to BUS 101, 201, 301. BUS 101, 201, 301 fulfill elective credit only. They may not be counted toward the B.A. degree.

7. SEC 146 receives elective credit only. It may not be counted toward the B.A. degree.

8. SEC 147 receives elective credit only. It may not be counted toward the B.A. degree.

9. SEC 150 was not evaluated. Suppose elective credit only.

10. SEC 151-152 were not evaluated. Suppose elective credit only.

11. SEC 260 was not evaluated. Suppose elective credit only.

12. SEC 261 was not evaluated. Suppose elective credit only.

13. SSI 100 satisfies CORE 102 requirement.

14. Foreign Language Requirement:

The equivalent of two 5-credit courses at the 100-level for students with not more than one year of high school credit in a foreign language.

a. Transfer students who have completed a year of foreign language study at the college level or a one-semester upper level course in college have satisfied their foreign language requirement.

b. Students for whom English is a second language must demonstrate proficiency sufficient to pass a final examination for a 300-level language course, as determined by the appropriate language department.

15. Transfer students must pass the CUNY Mathematics Assessment Test prior to the first registration at Lehman.

16. Transfer students must pass the CUNY Reading Assessment Test prior to the first registration at Lehman.

COURSE EVALUATION
Office Technology Curriculum

LaGuardia		**Lehman**			
		Meets Dist./Qual. Req'ts.	Meets Major Req'ts.	Meets CORE Req'ts.	Free Electives
Accounting/Managerial Studies					
AMA 101-102	(4)	0	3	0	0
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 100	(3)	0	0	0	3
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0
Humanities					
HUC 101	(3)	3	0	0	0

Mathematics/Natural and Applied Sciences						
Math or NAS elective	(3)	3	0	0	0	
Office Technology/ Secretarial Science						
SEC 140-141-142	(6)	0	0	0	6	
SEC 145-146	(4)	0	2	0	2	
SEC 147	(3)	0	0	0	3	
SEC 150	(2)	0	0	0	2	
SEC 151-152	(4)	0	0	0	4	
SEC 260	(3)	0	0	0	3	
SEC 261	(2)	0	0	0	2	
Social Science						
SSI 100	(3)	0	0	3	0	
Liberal Arts						
Urban Study course	(3)	3	0	0	0	
Elective course	(3)	3	0	0	0	
Unrestricted Electives						
Elective course	(2)	2	0	0	0	
Total Credits	(66)					
						Total
Lehman Accepts		20	5	3	30 =	58
Excess Credits		0	1	0	7	8

						66

At least 128 credits are needed for the B.A. at Lehman. By selecting carefully, transferring students from LaGuardia will have to complete 70 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Lehman.

COURSE SELECTION LIST

to maximize transfer to Lehman College

A. These LaGuardia courses meet distribution requirements at Lehman

Social Science (DSS)

SSA 100
SSA 101
SSA 105

SSE 110
SSE 125

SSN 188
SSN 189
SSN 190
SSN 193
SSN 194

SSP 101
SSP 200
SSP 230
SSP 240

SSS 101
SSS 150
SSS 175
SSS 185
SSS 230
SSS 240
SSS 280

SSY 101
SSY 200
SSY 230
SSY 240
SSY 241
SSY 245
SSY 250
SSY 260
SSY 280
SSY 290

Natural Sciences (DNS)

*SCB 201-202
*SCB 203-204
SCB 250
SCB 260

*SCC 201-202
SCC 251-252

SCP 140
*SCP 201-202
*SCP 240-241-242

Literature (DLI)

ENG 203
ENG 205
ENG 240
ENG 243
ENG 245
ENG 247
ENG 250
ENG 260

ENG 265
ENG 266
ENG 268
ENG 269
ENG 270
ENG 272
ENG 275
ENG 280
ENG 285

ENN 195

HUS 200
HUS 201
HUS 204
HUS 270

The Arts (DTA)

ENG 272

ENN 191

HUA 101
HUA 200
HUA 201
HUA 215

HUC 150
HUC 170
HUC 270
HUC 275

HUM 101
HUM 102
HUM 105
HUM 110
HUM 210

Comparative Culture (DCC)

ENG 225
HUN 194
SSH 231
SSI 210
SSI 220

Historical Studies (DHS)

SSH 101
SSH 102
SSH 103
SSH 104
SSH 231

Knowledge, Self and Values (DKV)

HUP 100
HUP 101
HUP 210
HUP 215
HUP 220
HUP 230
HUP 240
HUP 250
SSP 245

B. These LaGuardia courses meet CORE requirements at Lehman

Liberal Arts

LIB 200

Mathematics

MAT 104 or MAT 107 or MAT 120 or MAT 121 or MAT 200

Social Science

SSI 100

C. These LaGuardia courses meet qualification requirements at Lehman

English

ENG 101
ENG 102

Humanities

HUC 101
HUC 106
HUC 110
HUC 210

*HUF 101-102
HUF 103

*HUK 101-102
HUK 103

*HUI 101-102

*HUS 101-102
HUS 103
HUS 105
HUS 210
HUS 220

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*All courses in the sequence must be completed to receive transfer credit in the appropriate category. Otherwise, elective credit will be awarded only.

SECTION 1.4

Queens College
65-30 Kissena Boulevard
Flushing, NY 11367

Contact: Richard L. Borey
Director of Pre-Admission Services

Telephone Number: (718) 520-7385

MAJORS

SCHOOL OF GENERAL STUDIES
BACHELOR OF ARTS

- Accounting
- Art
- Biology
- Communication Arts and Sciences
- Computer Science
- Economics
- Education
- English
- History
- Home Economics
- Mathematics
- Philosophy
- Political Science
- Psychology
- Sociology
- Spanish
- Urban Studies

COLLEGE OF LIBERAL ARTS AND SCIENCES
BACHELOR OF ARTS

- Accounting
- American Studies
- Anthropology
- Art
- Art History
- Biology
- Byzantine and Modern Greek Studies
- Chemistry
- Communication Arts and Sciences
- Comparative Literature
- Computer Science
- Drama and Theatre
- Earth Science
- East Asian Studies
- Economics
- Education
- English
- Film Studies
- French
- Geology
- German
- Greek
- Health Education
- Hebrew
- History
- Home Economics
- Interdisciplinary Studies
- Italian
- Latin
- Latin American Area Studies
- Linguistics
- Linguistics: TESOL
- Mathematics
- Music
- Philosophy
- Physical Education
- Physics
- Political Science & Governmen
- Portuguese
- Psychology
- Russian
- Social Studies
- Sociology
- Spanish
- Theatre - Dance
- Urban Studies
- Yiddish

LaGuardia Community College

Optimal Program of Study: Accounting Curriculum

In addition to the required curriculum for an A.A.S. in Accounting, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Accounting at Queens College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Queens College. The Course Selection List shows those LaGuardia courses that meet Queens College's liberal arts and science area requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 155 - Partnership and Corporate Tax Procedures	3
AMA 201 - Intermediate Accounting I	3
AMA 202 - Intermediate Accounting II	3
AMM 101 - Introduction to Business	3
AMM 110 - Business Law	3

Computer Information Systems

BDP 101 - Introduction to Computer Science	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as liberal arts elective)	4

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II (take as liberal arts elective)	3

Liberal Arts Electives 0

7 credits are required in this category. Since 3 credits will be taken in Introductory Economics II and 4 credits will be taken in Calculus I, no credits remain.

Unrestricted Electives 7$

7 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 42-44) for appropriate choice.

* * *

QUEENS COLLEGE ACCEPTS

14 credits toward LASAR
22 credits toward major requirements
9 credits toward basic & advanced skills requirements
15 credits toward free electives

Total: 60 credits

YOU MUST COMPLETE

17 credits to meet LASAR
40 credits to meet major requirements
4 credits to meet basic & advanced skills requirements
7 credits to meet free electives

Total: 68 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/QUEENS COLLEGE

TRANSFER ADVISORY NOTES

1. Students must take AMA 101-102-103 to receive credit for ACCT 101-102.

2. AMA 110 receives elective credit only. It may not be counted toward the B.A. degree.

3. AMA 202 receives elective credit only. It may not be counted toward the B.A. degree.

4. BDP 101 satisfies LASAR. BDP 100 receives elective credit only.

5. Coop Ed courses receive elective credit if Associate is earned. Otherwise, twelve credits maximum of non liberal arts credits may be transferred.

6. If students complete ENG 101-102 with a grade of C or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

    a. All students must take ENG 105 and retake the WAT.

    b. Transfer students placed in ENG 105 or below may be granted only blanket credit for prior work in English composition and are required to complete the full sequence of English courses through ENG 120.

    c. Transfer students who are placed in ENG 110 must satisfactorily complete it and ENG 120.

    d. Transfer students who are placed in ENG 120 must satisfactorily complete that course.

7. MAT 110 satisfies basic math skills requirement.

8. MAT 200 satisfies advanced math skills requirement.

9. Transfer students must pass the CUNY Reading Assessment Test prior to registering at Queens College as mandated by Board of Trustees' resolution of June 24, 1985.

10. Transfer students must pass the CUNY Mathematics Assessment Test prior to registering at Queens College as mandated by Board of Trustees' resolution of June 24, 1985.

11. All candidates for the baccalaureate must attain a knowledge of a foreign language at a level equivalent to three semesters of study at the college level. Students who successfully complete the third level of foreign language instruction in high school or who achieve a passing grade on the New York State Regents Comprehensive Language Examination Level III are exempt from this requirement. Students who have studied a foreign language or whose native language is not English may be exempted from part or all of this requirement by passing one of the competency examinations administered by the foreign language departments.

COURSE EVALUATION

Accounting Curriculum

LaGuardia		Queens College Meets LASAR	Meet Major Req'ts.	Meets Basic and Adv.Skills Req'ts.	Free Electives
Accounting/Managerial Studies					
AMA 101-102-103	(6)	0	6	0	0
AMA 110	(3)	0	0	0	3
AMA 155	(3)	0	3	0	0
AMA 201	(3)	0	4	0	0
AMA 202	(3)	0	0	0	0
AMM 101	(3)	0	0	0	3
AMM 110	(3)	0	3	0	0
Computer Information Systems					
BDP 101	(3)	3	0	0	0
Cooperative Education					
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	0	0	3	0
ENG 102	(3)	0	0	3	0

Mathematics							
MAT 110	(3)	0	0	1	0		
MAT 200	(4)	0	0	2	0		
MAT 201	(4)	4	0	0	0		
Social Science							
SSE 101	(3)	0	3	0	0		
SSE 102	(3)	0	3	0	0		
Unrestricted Electives							
Urban Study	(3)	3	0	0	0		
Elective courses	(4)	4	0	0	0		
Total Credits	(66)						
							Total
Queens Accepts		14	22	9	15	=	60
Excess Credits		0	2	4	0	=	6
							66

At least 128 credits are needed for the B.A. in Accounting at Queens College. By selecting carefully, transferring students from LaGuardia will have to complete 68 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Queens.

LaGuardia Community College

Optimal Program of Study: Computer Science Curriculum

In addition to the required curriculum for an A.S. in Computer Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Computer Science at Queens College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Queens College. The Course Selection List shows those LaGuardia courses that meet Queens College liberal arts and science area requirements.

Accounting/Managerial Studies

AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 101 - Introduction to Computer Science	4
BDP 195 - Structured Programming with COBOL	4
BDP 196 - BAL for Computer Science	5
BDP 210 - PL/I Programming (take as Computer Information Systems elec.)	3
BDP 285 - Pascal Programming (take as Computer Information Systems elec.)	3
BDP 295 - Computer Architecture	4

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 200 - Precalculus	4
MAT 201 - Calculus I	4
MAT 202 - Calculus II	4
MAT 203 - Calculus III	4
MAT 230 - Introduction to Discrete Mathematics	4

Social Science

SSI 100 - Introduction to Social Science 3

Liberal Arts Electives 3$

3 credits are required in this category.

Total Credits 67

$See Course Selection List (pp. 42-44) for appropriate choice.

* * *

QUEENS COLLEGE ACCEPTS

4 credits toward LASAR
22 credits toward major requirements
8 credits toward basic and advanced skills requirements
33 credits toward free electives

Total: 67 credits

YOU MUST COMPLETE

28 credits to meet LASAR
29-30 credits to meet major requirements
5 credits to meet basic and advanced skills requirements

Total: 62 credits

Grand Total: 129 credits

LAGUARDIA COMMUNITY COLLEGE/QUEENS COLLEGE

TRANSFER ADVISORY NOTES

1. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

2. Coop Ed credits receive elective credit if Associate is earned. Otherwise, twelve credits maximum of non liberal arts credits may be transferred.

3. BDP 195 receives elective credit only. It may not be counted toward the B.A. degree.

4. If students complete ENG 101-102 with a grade of C or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

    a. All students must take ENG 105 and retake the WAT.

    b. Transfer students placed in ENG 105 or below may be granted only blanket credit for prior work in English composition and are required to complete the full sequence of English courses through ENG 120.

    c. Transfer students who are placed in ENG 110 must satisfactorily complete it and ENG 120.

    d. Transfer students who are placed in ENG 120 must satisfactorily complete that course.

5. MAT 200 satisfies math basic skills requirement.

6. SSI 100 receives elective credit only. It may not be counted toward the B.A. degree.

7. Transfer students must pass the CUNY Reading Assessment Test prior to enrolling at Queens College as mandated by Board of Trustees' resolution of June 24, 1985.

8. Transfer students must pass the CUNY Mathematics Assessment Test prior to enrolling at Queens as mandated by Board of Trustees' resolution of June 24, 1985.

9. All candidates for the baccalaureate must attain a knowledge of a foreign language at a level equivalent to three semesters of study at the college level. Students who successfully complete the third level of foreign language instruction at the high school level or who achieve a passing grade on the New York State Regents Comprehensive Language Examination Level III are exempt from this requirement. Students who have studied a foreign language or whose native language is not English may be exempted from part or all of this requirement by passing one of the competency examinations administered by the foreign language departments.

COURSE EVALUATION

Computer Science Curriculum

LaGuardia		Queens College Meets LASAR	Meets Major Req'ts.	Meets Basic and Adv.Skills Req'ts.	Free Electives
Accounting/Managerial Studies					
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 101	(4)	0	4	0	0
BDP 195	(4)	0	0	0	4
BDP 196	(5)	0	4	0	1
BDP 210	(3)	0	1	0	2
BDP 285	(3)	0	1	0	2
BDP 295	(4)	0	4	0	0
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	0	0	3	0
ENG 102	(3)	0	0	3	0

Mathematics						
MAT 200	(4)	0	0	2	2	
MAT 201	(4)	4	0	0	0	
MAT 202	(4)	0	4	0	0	
MAT 203	(4)	0	4	0	0	
MAT 230	(4)	0	0	0	4	
Social Science						
SSI 100	(3)	0	0	0	3	
Liberal Arts						
Urban Study	(3)	3	0	0	0	
Total Credits	(67)					
						Total
Queens Accepts		7	22	8	30 =	67

At least 128 credits are needed for the B.A. at Queens College. By selecting carefully, transferring students from LaGuardia will have to complete 61 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Queens College.

LaGuardia Community College

Optimal Program of Study: Computer Operations Curriculum

In addition to the required curriculum for an A.A.S. in Operations, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Computer Science at Queens College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Queens College. The Course Selection List shows those LaGuardia courses that meet Queens College's liberal arts and science requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III (take as unrestricted elective)	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3
BDP 106 - COBOL Programming I	3
BDP 108 - RPG Programming	3
BDP 120 - System/370 Assembler Language I	3
BDP 230 - Operating Systems	3
BDP 260 - Introduction to Teleprocessing (take as a Computer Information Systems elec.)	3
BDP 270 - Computer Operations I	3
BDP 275 - Computer Operations II	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English/Humanities

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as unrestricted elective)	4

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts Electives	5$

5 credits are required in this category.

Unrestricted Electives	0

6 credits are required in this category. Since 2 credits will be taken in Principles of Accounting III and 4 credits will be taken in Calculus I, 0 credits remain.

Total Credits	66

$See Course Selection List (pp. 42-44) for appropriate choice.

* * *

QUEENS COLLEGE ACCEPTS

9 credits toward LASAR
3 credits toward major requirements
9 credits toward basic and advanced skills requirements
46 credits toward free electives
Total: 67 credits

YOU MUST COMPLETE

22 credits to meet LASAR
48-49 credits to meet major
4 credits to meet basic and advanced skills requirements
Total: 74-75 credits
Grand Total: 141-142 credits

LAGUARDIA COMMUNITY COLLEGE/QUEENS COLLEGE

TRANSFER ADVISORY NOTES

1. Students must take AMA 101-102-103 to receive credit for ACCT 101-102.

2. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.

3. Coop Ed credits receive elective credit if Associate is earned. Otherwise, twelve credits maximum of non liberal arts credits may be transferred.

4. BDP 100 receives elective credit only. It may not be counted toward the B.A. degree.

5. BDP 108 receives elective credit only. It may not be counted toward the B.A. degree.

6. BDP 260 receives elective credit only. It may not be counted toward the B.A. degree.

7. BDP 270 receives elective credit only. It may not be counted toward the B.A. degree.

8. BDP 275 receives elective credit only. It may not be counted toward the B.A. degree.

9. If students complete ENG 101-102 with a grade of C or better in each course and pass the Writing Skills Assessment Test (WAT), they have fufilled the English composition requirement. If not, please note the following:

    a. All students must take ENG 105 and retake the WAT.

    b. Transfer students placed in ENG 105 or below may be granted only blanket credit for prior work in English composition and are required to complete the full sequence of English courses through ENG 120.

    c. Transfer students who are placed in ENG 110 must satisfactorily complete it and ENG 120.

    d. Transfer students who are placed in ENG 120 must satisfactorily complete that course.

10. MAT 110 satisfies basic math skills requirement.

11. MAT 200 satisfies advanced math skills requirement.

12. SSI 100 receives elective credit only. It may not be counted toward the B.A. degree.

13. Transfer students must pass the CUNY Reading Assessment Test prior to registering at Queens College as mandated by Board of Trustees' resolution of June 24, 1985.

14. Transfer students must pass the CUNY Mathematics Assessment Test prior to registering at Queens as mandated by Board of Trustees' resolution of June 24, 1985.

15. All candidates for the baccalaureate must attain a knowledge of a foreign language at a level equivalent to three semesters of study at the college level. Students who successfully complete the third level of foreign language instruction at the high school level or who achieve a passing grade on the New York State Regents Comprehensive Language Examination Level III are exempt from this requirement. Students who have studied a foreign language or whose native language is not English may be exempted from part or all of this requirement by passing one of the competency examinations administered by the foreign language departments.

COURSE EVALUATION

Computer Operations Curriculum

LaGuardia		Queens College Meets LASAR	Meets Major Req'ts.	Meets Basic and Adv.Skills Req'ts.	Free Electives
Accounting/Managerial Studies					
AMM 101-102-103	(6)	0	0	0	6
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 100	(3)	0	0	0	3
BDP 106	(3)	0	1	0	2
BDP 108	(3)	0	0	0	3
BDP 120	(3)	0	1	0	2
BDP 230	(3)	0	1	0	2
BDP 260	(3)	0	0	0	3
BDP 270	(3)	0	0	0	3
BDP 275	(3)	0	0	0	3
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	0	0	3	0
G 102	(3)	[illegible]	0	3	0

Mathematics							
MAT 110	(3)	0	0	1	0		
MAT 200	(4)	0	0	2	0		
MAT 201	(4)	4	0	0	0		
Social Science							
SSI 100	(3)	0	0	0	3		
Liberal Arts							
Urban Study	(3)	3	0	0	0		
Elective course	(2)	2	0	0	0		
Total Credits	(67)						
							Total
Queens Accepts		9	3	9	46	=	67

At least 128 credits are needed for the B.A. at Queens College. By selecting carefully, transferring students from LaGuardia will have to complete 74-75 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Queens.

LaGuardia Community College

Optimal Program of Study: Computer Programming Curriculum

In addition to the required curriculum for an A.A.S. in Programming, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Computer Science at Queens College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Queens College. The Course Selection List shows those LaGuardia courses that meet Queens College's liberal arts and science area requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3
BDP 106 - COBOL Programming I	3
BDP 110 - Systems Analysis and Design	3
BDP 120 - System/370 Assembler Language I	3
BDP 121 - System/370 Assembler Language II	3
BDP 200 - COBOL Programming II	3
BDP 230 - Operating Systems	3
BDP 210 - PL/I Programming	3
or	
BDP 220 - Fortran Programming	

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English/Humanities

ENG 101 - Composition I	3
ENG 101 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as unrestricted elective)	4

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts Electives 5$

5 credits are required in this category.

Unrestricted Electives 2$

6 credits are required in this category. Since 4 credits will be taken in Calculus I, 2 credits remain.

Total Credits 66

$See Course Selection List (pp. 42-44) for appropriate choice.

* * *

QUEENS COLLEGE ACCEPTS

11 credits toward LASAR
8 credits toward major requirements
9 credits toward basic and advanced skills requirements
39 credits toward free electives

Total: 67 credits

YOU MUST COMPLETE

20 credits to meet LASAR
43-44 credits to meet major requirements
4 credits to meet basic and advanced skills requirements

Total: 67 credits
Grand Total: 134 credits

LAGUARDIA COMMUNITY COLLEGE/QUEENS COLLEGE

TRANSFER ADVISORY NOTES

1. AMA 101-102 receive credit for ACCT 101 only.
2. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.
3. Coop Ed credits receive elective credit if Associate is earned. Otherwise, twelve maximum of non liberal arts credits may be transferred.
4. BDP 100 receives elective credit only. It may not be counted toward the B.A. degree.
5. BDP 200 receives elective credit only. It may not be counted toward the B.A. degree.
6. If students complete ENG 101-102 with a grade of C or better in each course, and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:
    a. All students must take ENG 105 and retake the WAT.

    b. Transfer students placed in ENG 105 or below may be granted only blanket credit for prior work in English composition and are required to complete the full sequence of English courses through ENG 120.

    c. Transfer students who are placed in ENG 110 must satisfactorily complete it and ENG 120.

    d. Transfer students who are placed in ENG 120 must satisfactorily complete that course.
7. MAT 110 satisfies basic math skills requirement.
8. MAT 200 satisfies advanced math skills requirement.
9. SSI 100 receives elective credit only. It may not be counted toward the B.A. degree.

10. SSI 100 receives elective credit only. It may not be counted toward the B.A. degree.

11. Transfer students must pass the CUNY Reading Assessment Test prior to registering at Queens College as mandated by Board of Trustees' resolution of June 24, 1985.

12. Transfer students must pass the CUNY Mathematics Assessment Test prior to registering at Queens as mandated by Board of Trustees' resolution of June 24, 1985.

13. All candidates for the baccalaureate must attain a knowledge of a foreign language at a level equivalent to three semesters of study at the college level. Students who successfully complete the third level of foreign language instruction at the high school level or who achieve a passing grade on the New York State Regents Comprehensive Language Examination Level III are exempt from this requirement. Students who have studied a foreign language or whose native language is not English may be exempted from part or all of this requirement by passing one of the competency examinations administered by the foreign language departments.

COURSE EVALUATION

Computer Programming Curriculum

LaGuardia		Queens College			
		Meets LASAR	Meets Major Req'ts.	Meets Basic and Adv.Skills Req'ts.	Free Electives
Accounting/Managerial Studies					
AMA 101-102	(4)	0	0	0	4
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 100	(3)	0	0	0	3
BDP 106	(3)	0	1	0	2
BDP 110	(3)	0	1	0	2
BDP 120	(3)	0	1	0	2
BDP 121	(3)	0	3	0	0
BDP 200	(3)	0	0	0	3
BDP 230	(3)	0	1	0	2
BDP 210 or 220	(3)	0	1	0	2
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day Students)	(9)	0	0	0	9
English					
ENG 101	(3)	0	0	3	0
ENG 102	(3)	0	0	3	0

Mathematics						
MAT 110	(3)	0	0	1	2	
MAT 200	(4)	0	0	2	2	
MAT 201	(4)	4	0	0	0	
Social Science						
SSI 100	(3)	0	0	0	3	
Liberal Arts						
Urban Study	(3)	3	0	0	0	
Elective course	(2)	2	0	0	0	
Unrestricted Electives						
Elective course	(2)	2	0	0	0	
Total Credits	(66)					
						Total
Queens Accepts		11	8	9	39 =	67

At least 128 credits are needed for the B.A. at Queens College. By selecting carefully, transferring students from LaGuardia will have to complete 67 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Queens College.

LaGuardia Community College

Optimal Program of Study: Education Curriculum

In addition to the required curriculum for an A.A. in Education, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Elementary and Early Childhood Education at Queens College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Queens College. The Course Selection List shows those LaGuardia courses that meet Queens College's liberal arts and science area requirements.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

English/Humanities

HUP 101 - Introduction to Philosophy	3
One English elective	3$
One English or Humanities elective	3$

Mathematics/Natural and Applied Sciences

SCB 101 - Topics in Biology or SCP 140 - Topics in Astronomy	3
One Math elective	4$
One Math or Natural Sciences elective	3-4$

Social Science

SSI 100 - Introduction to Social Science	3
SSA 101 - Cultural Anthropology	3
SSD 101 - Introduction to Urban Education	3
SSY 101 - General Psychology	3

Liberal Arts Electives 9$

9 credits are required in this category.

Unrestricted Electives 10-12$

10-12 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 42-44) for appropriate choice.

* * *

QUEENS COLLEGE ACCEPTS

31 credits toward LASAR
20 credits toward major/minor requirements
6 credits toward basic & advanced skills requirements
9 credits toward free electives

Total: 66

YOU NEED TO COMPLETE

41 credits to meet major/minor requirements
7 credits to meet basic & advanced skills requirements
14 credits to meet free electives

Total: 62

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/QUEENS COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed courses receive elective credit if Associate is earned. Otherwise, twelve credits maximum of non liberal arts credits may be transferred.

2. If students complete ENG 101-102 with a grade of C or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

   a. All students must take ENG 105 and retake the WAT.

   b. Transfer students placed in ENG 105 or below may be granted only blanket credit for prior work in English composition and are required to complete the full sequence of English courses through ENG 120.

   c. Transfer students who are placed in ENG 110 must satisfactorily complete it and ENG 120.

   d. Transfer students who are placed in ENG 120 must satisfactorily complete that course.

3. SSI 100 receives elective credit only. It may not be counted toward the B.A. degree.

4. SSD 101 fulfills LASAR.

5. Transfer students must pass the CUNY Reading Assessment Test prior to registering at Queens College as mandated by Board of Trustees' resolution of June 24, 1985.

6. Transfer students must pass the CUNY Mathematics Assessment Test prior to registering at Queens College as mandated by Board of Trustees' resolution of June 24, 1985.

7. All candidates for the baccalaureate must attain a knowledge of a foreign language at a level equivalent to three semesters of study at the college level. Students who successfully complete the third level of foreign language instruction in high school or who achieve a passing grade on the New York State Regents Comprehensive Language Examination Level III are exempt from this requirement. Students who have studied a foreign language or whose native language is not English may be exempted from part or all of this requirement by passing one of the competency examinations administered by the foreign language departments.

COURSE EVALUATION

Education Curriculum

LaGuardia		Queens College			
		Meets LASAR	Meets Major Req'ts.	Meets Basic and Adv.Skills Req'ts.	Free Electives
Cooperative Education					
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	0	0	3	0
ENG 102	(3)	0	0	3	0
English/Humanities					
HUP 101	(3)	3	0	0	0
English elective	(3)	3	0	0	0
English/Humanities elective	(3)	3	0	0	0
Mathematics/Natural and Applied Sciences					
SCB 101 or SCP 140	(3) (3)	3	0	0	0
Math elective	(4)	4	0	0	0
Math or NAS elec.	(3-4)	0	3-4	0	0

Social Science

SSI 100	(3)	0	0	0	3
SSA 101	(3)	3	0	0	0
SSD 101	(3)	0	3	0	0
SSY 101	(3)	3	0	0	0

Liberal Arts Electives

Urban Study	(3)	3	0	0	0
Elective courses	(6)	6	0	0	0

Unrestricted Electives

Elective courses	(10-12)	0	10-12	0	0

Total Credits (66)

						Total
Queens Accepts	31	17	6	12	=	66
Excess Credits	0	0	0	0	=	0

						66

At least 128 credits are required for the B.A. in Education at Queens College. By selecting their courses carefully at LaGuardia, transferring students will have to complete 62 additional credits to meet graduation requirements at Queens.

LaGuardia Community College

Optimal Program of Study: Liberal Arts Curriculum

In addition to the required curriculum for an A.A. in Liberal Arts, the *Optimal Program of Study* includes courses that increase the number of credits accepted for a Bachelor of Arts at Queens College. The *Transfer Advisory Notes* will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Queens College. The *Course Selection List* shows those LaGuardia courses that meet Queens College's liberal arts and science area requirements.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3
ENG 103 - The Research Paper	2

English/Humanities

One English elective	3$
One Humanities elective	3$
One English or Humanities elective	3$

Liberal Arts

LIB 200 - Humanism and Technology	3
Two or three electives from English, Humanities, Math, Natural and Applied Sciences, or Social Science	7$

Mathematics/Natural and Applied Sciences

One Math elective	3-4$
One Natural Science elective	3$
One Math or Natural Science elective	3-4$

Social Science

SSI 100 - Introduction to Social Science	3
Two Social Science electives	6$

Unrestricted Electives 12$

12 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 42-44) for appropriate choice.

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QUEENS COLLEGE ACCEPTS

30 credits toward LASAR
13 credits toward major requirements
6 credits toward basic and advanced skills requirements
17 credits toward free electives

Total: 66 credits

YOU MUST COMPLETE

23 credits to meet major requirements
7 credits to meet basic and advanced skills requirements
32 credits to meet free electives

Total: 62 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/QUEENS COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed credits receive elective credit if Associate degree is earned. Otherwise, twelve maximum of non liberal arts credits may be transferred.

2. If students complete ENG 101-102 with a grade of C or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

    a. All students must take ENG 105 and retake the WAT.

    b. Transfer students placed in ENG 105 or below may be granted only blanket credit for prior work in English composition and are required to complete the full sequence of English courses through ENG 120.

    c. Transfer students who are placed in ENG 110 must satisfactorily complete it and ENG 120.

    d. Transfer students who are placed in ENG 120 must satisfactorily complete that course.

3. ENG 103 receives elective credit only. It may not be counted toward the B.A. degree.

4. LIB 200 receives elective credit only. It may not be counted toward the B.A. degree.

5. SSI 100 receives elective credit only. It may not be counted toward the B.A. degree.

6. Transfer students must pass the CUNY Reading Assessment Test prior to registering at Queens College as mandated by Board of Trustees' resolution of June 24, 1985.

7. Transfer students must pass the CUNY Mathematics Assessment Test prior to registering at Queens as mandated by Board of Trustees' resolution of June 24, 1985.

8. All candidates for the baccalaureate must attain a knowledge of a foreign language at a level equivalent to three semesters of study at the college level. Students who successfully complete the third level of foreign language instruction at the high school level or who achieve a passing grade on the New York State Regents Comprehensive Language Examination Level III are exempt from this requirement. Students who have studied a foreign language or whose native language is not English may be exempted from part or all of this requirement by passing one of the competency examinations administered by the foreign language departments.

COURSE EVALUATION

Liberal Arts Curriculum

LaGuardia		Queens Meets LASAR	Meets Major Req't.	Meets Basic and Adv.Skills Req't.	Free Elective
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day Students)	(9)	0	0	0	9
English					
ENG 101	(3)	0	0	3	0
ENG 102	(3)	0	0	3	0
ENG 103	(2)	0	0	0	2
English/Humanities					
ENG elective	(3)	3	0	0	0
HUM elective	(3)	3	0	0	0
ENG/HUM elective	(3)	3	0	0	0
Liberal Arts					
LIB 200	(3)	0	0	0	3
Elective courses	(7)	3	4	0	0

Mathematics/Natural and Applied Sciences						
MAT elective	(3-4)	3-4	0	0	0	
NAS elective	(3)	3	0	0	0	
MAT or NAS elective	(3-4)	3-4	0	0	0	
Social Science						
SSI 100	(3)	0	0	0	3	
Elective courses	(6)	6	0	0	0	
Unrestricted Electives						
Urban Study	(3)	3	0	0	0	
Elective courses	(9)	0	9	0	0	
Total Credits	(66)					
						Total
Queens Accepts		30-32	13	6	17 =	66

At least 128 credits are needed for the B.A. at Queens College. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Queens College.

LaGuardia Community College

Optimal Program of Study: Liberal Arts and Science Curriculum

In addition to the required curriculum for an A.S. in Liberal Arts and Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts at Queens College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Queens College. The Course Selection List shows those LaGuardia courses that meet Queens College's liberal arts and science area requirements.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

English/Humanities

Two English/Humanities electives	6$

Liberal Arts

LIB 200 - Humanism and Technology	3

Mathematics/Natural and Applied Sciences

One Math elective	3-4$
One Natural and Applied Sciences elective	3$
Seven Math/Natural and Applied Sciences electives	21$

Social Science

SSI 100 - Introduction to Social Science	3
Two Social Science electives	6$

Unrestricted Electives 6$

Six credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 42-44) for appropriate choice.

* * *

QUEENS COLLEGE ACCEPTS

30-31 credits toward LASAR
15 credits toward major requirements
6 credits toward basic and advanced skills requirements
15 credits toward free electives

Total: 66 credits

YOU MUST COMPLETE

30 credits to meet major requirements
7 credits to meet basic and advanced skills requirements
25 credits to meet free electives

Total: 62 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/QUEENS COLLEGE

TRANSFER ADVISORY NOTES

1. Coop Ed credits receive elective credit if Associate is earned. Otherwise, twelve credits maximum of non liberal arts credits may be transferred.

2. If students complete ENG 101-102 with a grade of C or better in each course and pass the Writing Skills Assessment Test (WAT), they have fulfilled the English composition requirement. If not, please note the following:

   a. All students must take ENG 105 and retake the WAT.

   b. Transfer students placed in ENG 105 or below may be granted only blanket credit for prior work in English composition and are required to complete the full sequence of English courses through ENG 120.

   c. Transfer students who are placed in ENG 110 must satisfactorily complete it and ENG 120.

   d. Transfer students who are placed in ENG 120 must satisfactorily complete that course.

3. LIB 200 receives elective credit only. It may not be counted toward the B.A. degree.

4. SSI 100 receives elective credit only. It may not be counted toward the B.A. degree.

5. Transfer students must pass the CUNY Reading Assessment Test prior to registering at Queens College as mandated by Board of Trustees' resolution of June 24, 1985.

6. Transfer students must pass the CUNY Mathematics Assessment Test prior to registering at Queens College as mandated by Board of Trustees' resolution of June 24, 1985.

7. All candidates for the baccalaureate must attain a knowledge of a foreign language at a level equivalent to three semesters of study at the college level. Students who successfully complete the third level of foreign language instruction at the high school level or who achieve a passing grade on the New York State Regents Comprehensive Language Examination Level III are exempt from this requirement. Students who have studied a foreign language or whose native language is not English may be exempted from part or all of this requirement by passing one of the competency examinations administered by the foreign language departments.

COURSE EVALUATION

Liberal Arts and Science Curriculum

LaGuardia		Queens College			
		Meets LASAR	Meets Major Req'ts.	Meets Basic and Adv.Skills Req'ts.	Free Electives
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day Students)	(9)	0	0	0	9
English					
ENG 101	(3)	0	0	3	0
ENG 102	(3)	0	0	3	0
English/Humanities					
ENG OR HUM electives	(6)	6	0	0	0
Liberal Arts					
LIB 200	(3)	0	0	0	3

Mathematics/Natural and Applied Sciences						
MAT elective	(3-4)	3-4	0	0	0	
NAS elective	(3)	3	0	0	0	
MAT or NAS electives	21	6	15	0	0	
Social Science						
SSI 100	(3)	0	0	0	3	
Elective courses	(6)	6	0	0	0	
Unrestricted Electives						
Urban Study	(3)	3	0	0	0	
Elective course	(3)	3	0	0	0	
Total Credits	(66)					
						Total
Queens Accepts		30-31	15	6	15 =	66

At least 128 credits are needed for the B.A. at Queens College. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Queens.

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COURSE SELECTION LIST

to maximize transfer to Queens College

A. **These LaGuardia courses meet Liberal Arts and Science Area Requirements (LASAR) at Queens College:**

Humanities I

1. Select one from the following:

ENG 265
ENG 266
ENG 270

2. Select both courses:

ENG 225 and ENG 269

Humanities II

3. Select one from the following:

HUA 101
$HUA 103
$HUA 110
$HUA 120
HUA 200
HUC 170
HUM 101

Humanities III

4. Take the following course:

HUP 101

Physical and Biological Science

5. Select the following courses:

*SCC 201-202

or

Select one course or course sequence from each column

A	B
SCB 101	SSA 105
*SCB 201-202	SSY 101
*SCB 203-204	
*SCP 201-202	
SCP 140	

Scientific Methodology and Quantitative Reasoning

6. Select one from the following:

BDP 101
MAT 201
MAT 202
MAT 203
MAT 204
MAT 210

Social Science

7. Select two courses from the following:

SSA 101
HUN 101
HUP 210 or 220
SSP 200

Pre-Industrial and/or Non-Western Civilization

8. Select the following course:

SSA 101

B. These LaGuardia courses meet Basic and Advanced Skills requirements

Communication Skills

CSE 096
CSE 097
CSE 098
CSE 099

English

ENG 101
ENG 102

English as a Second Language

ESL 096
ESL 097
ESL 098
ESL 099
ESR 098

Mathematics

MAT 098
MAT 099
MAT 110
MAT 200

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*All courses in the sequence must be completed to receive transfer credit in the appropriate category. Otherwise elective credit will be awarded only.

$This course may only be used to fulfill the unrestricted elective requirement at LaGuardia.

SECTION 1.5

CUNY Baccalaureate Program
The Graduate School and University Center
33 West 42 Street
New York, NY 10036

Campus Coordinator: Dr. Michael C.T. Brookes
Office of the Dean of Faculty

Telephone: (718) 626-8739

This is an individualized program for mature and highly motivated students which utilizes the resources of all the units of the City University of New York.

CUNY BACCALAUREATE PROGRAM

The CUNY BA/BS Program offers an opportunity to earn a City University of New York Bachelor of Arts or Bachelor of Science degree while having access to courses in any of the eighteen campuses of the University. Students earn a degree in an individually tailored curriculum that meets their personal academic and professional needs. Participants work closely with a faculty committee of their choice and with the central Academic Office at the Graduate Center in designing their entire course of study.

All college level credits earned at LaGuardia are accepted for the CUNY BA/BS Program.

LAGUARDIA COMMUNITY COLLEGE/CUNY BA/BS PROGRAM

ADVISORY NOTES

1. The program requires 120 credits, a minimum of ninety must be completed in the classroom.

2. A maximum of thirty non-classroom credits may be earned for approved independent study and/or fieldwork projects.

3. Students are not bound by major/minor and distribution or core requirements in effect at their colleges of matriculation.

4. All community college students must transfer to a senior college upon receipt of an associate degree or upon completion of sixty-eight credits.

5. A minimum of thirty credits must be completed in the program.

6. Courses called "Independent Study" or "Fieldwork" which are registered at the colleges count as classroom work from the point of view of the CUNY Baccalaureate Program. These courses do not count in the thirty non-classroom credits allowed toward the degree.

7. A minimum index of 2.5 (in all CUNY course work and in the area of concentration) is required for graduation.

8. At least twenty-two of the ninety classroom credits must be earned in advanced/upper level courses (with letter grades) in the area of concentration. For dual areas of concentration, at least eighteen upper level credits (with letter grades) in one and at least fifteen (with letter grades) in the other are required.

9. Normally, a maximum of sixty-eight credits of community college course work or of freshman and sophomore level course work taken at a senior college will be accepted for the baccalaureate degree.

10. Bachelor of Arts requires a minimum of ninety classroom credits in the liberal arts and sciences.

11. Bachelor of Science requires sixty classroom credits in the liberal arts and sciences.

12. The CORE includes the following:

    a. Six credits in English literature (one course in advanced composition may be substituted for one of the literature courses).

    b. Nine credits in humanities (exclusive of those used to fulfill "A" above and in subjects other than the area(s) of concentration). Choose from at least two different disciplines.

    c. Nine credits in social sciences (in subjects other than the area(s) of concentration. Choose from at least two different disciplines.

    d. Completion of one course in modern or ancient foreign language at level 2. This requirement can be waived for students who wish to demonstrate an equivalent proficiency by examination subject to prior approval of the CUNY Baccalaureate Academic Office. Students whose native language is not English may be exempted from this requirement only by passing an equivalency examination.

    e. Nine credits in science, mathematics, or computer science (in subjects other than the area(s) of concentration). Choose from at least two different disciplines.

13. Students must pass the Writing Assessment Test to be admitted to this program.

14. Students must pass the Reading Assessment Test to be admitted to this program.

15. Students must pass the Mathematics Assessment Test to be admitted to this program.

16. No credits earned in basic skills courses will be counted toward the CUNY baccalaureate degree.

CHAPTER 2

STATE UNIVERSITY OF NEW YORK

College at Old Westbury

SECTION 2.1

SUNY College at Old Westbury
Old Westbury, NY 11568

Contact: Michael T. Sheehy
Director of Admissions

Telephone: (516) 876-3073

MAJORS

BACHELOR OF ARTS

American Studies
Biological Sciences
Chemistry
Communicative and Creative Arts
Comparative Humanities
Labor Studies
Politics, Economics and Society
Psychology
Sociology
Spanish Language, Hispanic Literature and Culture
Urban Studies
Visual Arts

BACHELOR OF SCIENCE

Accounting
Biological Sciences
Business and Management
Chemistry
Computer and Information Sciences
Finance
Mathematics
Psychology
Sociology
Teacher Education
Urban Studies
Visual Arts

LaGuardia Community College

Optimal Program of Study: Accounting Curriculum

In addition to the required curriculum for an A.A.S. in Accounting, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Accouting at SUNY, College at Old Westbury. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at SUNY, College at Old Westbury. The Course Selection List shows those LaGuardia courses that meet SUNY, College at Old Westbury's required liberal arts credits and liberal arts electives.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for Microcomputers	3
AMA 150 - Individual Income Tax Procedures	3
AMA 201 - Intermediate Accounting I	3
AMA 202 - Intermediate Accounting II	3
AMM 101 - Introduction to Business	3
AMM 110 - Business Law	3

Computer Information Systems

BDP 101 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II (take as liberal arts elective)	3

Liberal Arts 4-5$

7-8 credits are required in this category. Since 3 credits will be taken in Introductory Economics II, 4-5 credits remain.

Unrestricted Electives 7$

7 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 8-10) for appropriate choice.

* * *

SUNY, COLLEGE AT OLD WESTBURY ACCEPTS

27 credits toward required liberal arts credits
18 credits toward major requirements
3 credits toward liberal arts electives
8 credits toward business electives

Total: 56 credits

YOU MUST COMPLETE

18 credits to meet required liberal arts credits
34 credits to meet major requirements
12 credits to meet liberal arts electives

Total: 64 credits

Grand Total: 120 credits

LAGUARDIA COMMUNITY COLLEGE/SUNY, COLLEGE AT OLD WESTBURY

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for BUS 3502, 3511.

2. AMA 110 was not evaluated. Suppose elective credit only. It may not be counted toward the B.S. degree.

3. AMM 101 was not evaluated. Suppose elective credit only. It may not be counted toward the B.S. degree.

4. Coop Ed. courses were not evaluated. Suppose elective credit only. They may not be counted toward the B.S. degree.

5. Transfer students must demonstrate proficiency in reading and writing American English at the time of first enrollment.

6. Transfer students must be certified as proficient in basic mathematical skills. A grade of C or better in MAT 110 or a higher level course within five years of first enrollment satisfies this requirement.

7. SUNY, College at Old Westbury does not accept for transfer courses in which the students earned a grade of D.

8. Basic Skills courses receive no credit. They will not be counted toward the B.S. degree.

9. To remain enrolled in Professional Public Accounting, students must maintain a GPA of 2.5 in business courses.

COURSE EVALUATION
Accounting Curriculum

LaGuardia		SUNY, College at Old Westbury			
		Meets Req. Liberal Arts Req'ts.	Meets Major Req'ts.	Meets Lib. Arts Electives	Meets Bus. Electives
Accounting/Managerial Studies					
AMA 101-102-103	(6)	0	6	0	0
AMA 110	(3)	0	0	0	3
AMA 150	(3)	0	3	0	0
AMA 201-202	(6)	0	6	0	0
AMM 101	(3)	0	0	0	3
AMM 110	(3)	0	3	0	0
Computer Information Systems					
BDP 100	(3)	0	0	0	3
Cooperative Education					
Internship & Seminar 3 credits each (optional for Estended Day students)	(9)	0	0	0	9
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0

Mathematics					
MAT 110	(3)	0	0	3	0
MAT 200	(4)	4	0	0	0
Social Science					
SSE 101-102	(6)	6	0	0	0
Liberal Arts					
Elective courses	(4-5)	4-5	0	0	0
Unrestricted Electives					
Elective courses	(7)	7	0	0	0
Total Credits	(66)				

					Total
SUNY, College at Old Westbury Accepts	27	18	3	8 =	56
Excess Credits	0	0	0	10 =	10

					66

At lease 120 credits are needed for the B.S. in Accounting at SUNY, College at Old Westbury. By selecting carefully, transferring students from LaGuardia will have to complete 64 credits in addition to the Associate degree (66 credits) to meet graduation requirements at SUNY, College at Old Westbury.

COURSE SELECTION LIST

to maximize transfer to SUNY, College at Old Westbury

A. These LaGuardia courses meet SUNY, College at Old Wesbury required Liberal Arts requirements

English

ENG 203
ENG 225
ENG 247
ENG 260
ENG 266
ENG 270
ENG 285
ENN 193
ENN 198

Humanities

HUA 101
&HUA 102
&HUA 103
&HUA 110
&HUA 130
&HUA 170
&HUA 180
HUA 200
HUN 192

HUC 104
HUC 106
HUC 120
HUC 130
HUC 150
HUC 190
&HUC 240
HUC 270

HUM 105
HUP 101
HUP 210
HUS 105
HUS 106
HUS 201
HUS 204

Liberal Arts

LIB 200

Mathematics

MAT 110
MAT 200
MAT 201
MAT 202
MAT 203
MAT 204
MAT 210
MAT 230

Natural and Applied Sciences

SCB 101
*SCB 201-202
*SCB 203-204
SCB 210
SCB 260

SCC 101
SCC 140
*SCC 201-202
*SCC 251-252

SCH 111
SCH 210

SCN 195

SCP 101
*SCP 201-202
*SCP 250-251

SCS 101

Social Science

SSA 100

SSE 101
SSE 102

SSH 103
SSH 103
SSH 231
SSH 232

SSI 101
SSI 210

SSN 181
SSN 189
SSN 193

SSP 101
SSP 220

SSS 175
SSS 280

SSY 101
SSY 110
SSY 200
SSY 230
SSY 240
SSY 241
SSY 250
SSY 260

B. **These LaGuardia courses meet SUNY, College at Old Westbury elective courses**

English

ENG 103

Humanities

*HUF 101-102
HUF 103

*HUK 101-102
HUK 103

*HUS 101-102
HUS 103

*HUI 101-102

Mathematics

MAT 103
MAT 104
MAT 120
MAT 132

Natural and Applied Sciences

HSG 150
HSM 120
SCD 210

*All courses in the sequence must be taken to qualify for transfer credit in the appropriate category. Otherwise, elective credit will be awarded only.

&This course can only be used to fulfill the unrestricted elective requirement at LaGuardia, but it satisfies SUNY, College at Old Westbury's required liberal arts credits.

CHAPTER 3

PRIVATE COLLEGES AND UNIVERSITIES

Adelphi University
Clark College
Dominican College of Blauvelt
Long Island University/Brooklyn Campus
St. John's University
The College of Insurance

SECTION 3.1

Adelphi University
Garden City, NY 11530

Contact: Phyllis Gennardo
Transfer Coordinator

Telephone Number: (516) 663-1100

MAJORS

THE COLLEGE OF ARTS AND SCIENCES

BACHELOR OF ARTS, BACHELOR OF SCIENCE, BACHELOR OF FINE ARTS

American Studies
Anthropology
Art & Art History
Biology
Chemistry
Computer Science
Communications
Earth Sciences
Economics
English
Foreign Studies
French
History
Latin American Studies
Mathematics
Medical Technology
Music
Performing Arts
Philosophy
Physics & Energy Studies
Political Studies
Psychology
Religious Studies
Sociology
Spanish
Speech Arts & Communicative Disorders

THE SCHOOL OF BUSINESS ADMINISTRATION

BACHELOR OF BUSINESS ADMINISTRATION

Accounting
Management

SCHOOL OF NURSING

BACHELOR OF SCIENCE

Nursing

LaGuardia Community College

Optimal Program of Study: Computer Science Curriculum

In addition to the required curriculum for an A.S. in Computer Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Computer Science at Adelphi University. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Adelphi University. The Course Selection List shows those LaGuardia courses that meet Adelphi University's distribution requirements and elective category.

Accounting/Managerial Studies

AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 101 - Introduction to Computer Science	4
BDP 110 - Systems Analysis and Design (take as Computer Information Systems elec.)	3
BDP 195 - Structured Programming with Cobol	4
BDP 196 - Basic Assembler Language	5
BDP 285 - Pascal Programming (take as Computer Information Systems elec.)	3
BDP 295 - Computer Architecture	4

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 200 - Precalculus or MAT 204 - Elementary Differential Equations or MAT 210 - Linear Algebra	3-4
MAT 201 - Calculus I	4
MAT 202 - Calculus II	4
MAT 203 - Calculus III	4
MAT 230 - Introduction to Mathematical Structures	4

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts	3$

3 credits are required in this category.

Total Credits	67

$See Course Selection List for the College of Arts and Sciences only (pp. 31-33) for appropriate choice.

* * *

ADELPHI UNIVERSITY ACCEPTS

9-12 credits toward distribution requirements
24-28 credits toward major requirements
23 credits toward elective category

Total: 58 credits

YOU MUST COMPLETE

23-26 credits to meet distribution requirements
28-32 credits to meet major requirements
4-11 credits to meet elective category

Total: 62 credits

Grand Total: 120 credits

LAGUARDIA COMMUNITY COLLEGE/ADELPHI UNIVERSITY

TRANSFER ADVISORY NOTES

1. AMM 101 was not evaluated. Suppose elective credit only.
2. BDP 110 receives elective credit only. It may not be counted toward the B.S. degree.
3. BDP 195 receives elective credit only. It may not be counted toward the B.S. degree.
4. BDP 295 receives elective credit only. It may not be counted toward the B.S. degree.
5. Coop Ed. courses receive elective credit only. They may not be counted toward the B.S. degree.
6. Students who have completed ENG 101-102 with a mimimum grade of C have fulfilled the English composition requirement.
7. MAT 200 is equivalent to MTH 140 which fulfills distribution requirements. MAT 204/210 are equivalent to MTH 144/157 which fulfill major requirements.
8. Basic Skills courses receive no credit. They will not be counted toward the B.S. degree.

COURSE EVALUATION
Computer Science Curriculum

LaGuardia		**Adelphi University**		
		Meets Dist. Req'ts.	**Meets Major/Minor Req'ts.**	**Meets Elect. Category**
Accounting/Managerial Studies				
AMM 101	(3)	0	0	0
Computer Information Systems				
BDP 101	(4)	0	3	0
BDP 110	(3)	0	0	3
BDP 195	(4)	0	0	4
BDP 196	(5)	0	3	0
BDP 285	(3)	0	3	0
BDP 295	(4)	0	0	4
Cooperative Education				
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0

Mathematics					
MAT 200	(3-4)	0	3-4	0	
or					
MAT 204 or 210					
MAT 201-202-203	(12)	0	12	0	
MAT 230	(4)	0	3	0	
Social Science					
SSI 100	(3)	3	0	0	
Liberal Arts					
Urban Study	(3)	0	0	3	
Total Credits	(66-67)				

				Total
Adelphi Accepts	9-12	24-28	23 =	58
Excess Credits	0-1	5-6	3 =	8-9

				66-67

At least 120 credits are needed for the B.S. at Adelphi University. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Adelphi.

LaGuardia Community College

Optimal Program of Study: Liberal Arts Curriculum

In addition to the required curriculum for an A.A. in Liberal Arts, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts at Adelphi University. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Adelphi University. The Course Selection List shows those LaGuardia courses that meet Adelphi University's distribution and elective category.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3
ENG 103 - The Research Paper	2

English/Humanities

One English elective	3$
One Humanities elective	3$
One English or Humanities elective	3$

Liberal Arts

LIB 200 - Humanism and Technology	3
Elective courses	7$

Mathematics/Natural and Applied Sciences

One Math elective	3$
One Natural and Applied Sciences elective	3$
One Math or Science elective	3$

Social Science

SSI 100 - Introduction to Social Science	3
Two elective courses	6$

Unrestricted Electives	12$

12 credits are required in this category.

Total Credits	66

$See Course Selection List for the College of Arts and Sciences only (pp. 31-33) for appropriate choice.

* * *

ADELPHI UNIVERSITY ACCEPTS

	36 credits toward distribution requirements
	16 credits toward major/minor requirements
	14 credits toward elective category
Total:	64 credits

YOU MUST COMPLETE

	38-40 credits to meet major/minor requirements
	16-18 credits to meet elective category
Total:	56 credits
Grand Total:	120 credits

LAGUARDIA COMMUNITY COLLEGE/ADELPHI UNIVERSITY

TRANSFER ADVISORY NOTES

1. Coop Ed courses receive elective credit. They may not be counted toward the B.A. degree.

2. Transfer students who have completed ENG 101-102 with a minimum grade of C have fulfilled the English composition requirement.

3. LIB 200 receives elective credit. It may not be counted toward the B.A. degree.

4. Basic Skills courses receive no credit. They may not be counted toward the B.A. degree.

COURSE EVALUATION
Liberal Arts Curriculum

LaGuardia		Adelphi University		
		Meets Dist. Req'ts.	Meets Major/Minor Req'ts.	Meets Elect. Category
Cooperative Education				
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0
ENG 103	(2)	0	0	2
English/Humanities				
English elective	(3)	3	0	0
HUM elective	(3)	3	0	0
Elective course	(3)	3	0	0
Liberal Arts				
LIB 200	(3)	0	0	3
Elective courses	(7)	0	7	0

Mathematics/Natural and Applied Sciences					
Math elective	(3)	3	0	0	
Science elective	(3)	3	0	0	
Elective course	(3)	3	0	0	
Social Science					
SSI 100	(3)	3	0	0	
Elective courses	(6)	6	0	0	
Unrestricted Electives					
Urban Study	(3)	3	0	0	
Elective courses	(9)	0	9	0	
Total Credits	(66)				
					Total
Adelphi Accepts		36	16	14 =	64
Excess Credits		0	0	2 =	2

					66

At least 120 credits are needed for the B.A. at Adelphi University. By selecting carefully, transferring students from LaGuardia will have to complete 56 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Adelphi.

LaGuardia Community College

Optimal Program of Study: Liberal Arts and Science Curriculum

In addition to the required curriculum for an A.S. in Liberal Arts and Sciences, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts or Bachelor of Science at Adelphi University. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Adelphi University. The Course Selection List shows those LaGuardia courses that meet Adelphi University's distribution requirements and elective category.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

English/Humanities

One English elective	3$
One Humanities elective	3$

Liberal Arts

LIB 200 - Humanism and Technology	3

Mathematics/Natural and Applied Sciences

One Math elective	3$
One Natural and Applied Sciences elective	3$
Elective courses	21$

Social Science

SSI 100 - Introduction to Social Science	3
Elective courses	6$

Unrestricted Electives	6$

6 credits are required in this category.

Total Credits	66

$See Course Selection List for the College of Arts and Sciences only (pp. 31-33) for appropriate choice.

* * *

ADELPHI UNIVERSITY ACCEPTS

30 credits toward distribution requirements
21 credits toward major/minor requirements
13 credits toward elective category

Total: 64 credits

YOU MUST COMPLETE

6 credits to meet distribution requirements
35 credits to meet major requirements
15 credits to meet elective category

Total: 56 credits

Grand Total: 120 credits

LAGUARDIA COMMUNITY COLLEGE/ADELPHI UNIVERSITY

TRANSFER ADVISORY NOTES

1. Coop Ed. courses receive elective credit. They may not be counted toward the BA/BS degree.
2. Transfer students who have completed ENG 101-102 with a minimum grade of C have fulfilled the English composition requirement.
3. LIB 200 receives elective credit. It may not be counted toward the BA/BS degree.
4. All Basic Skills courses receive no credit. They may not be counted toward the BA/BS degree.

COURSE EVALUATION
Liberal Arts and Science Curriculum

LaGuardia		Adelphi University		
		Meets Dist. Req'ts.	Meets Major/Minor Req'ts.	Meets Elect. Category
Cooperative Education				
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0
English/Humanities				
English elective	(3)	3	0	0
HUM elective	(3)	3	0	0
Liberal Arts				
LIB 200	(3)	0	0	3
Mathematics/Natural and Applied Sciences				
Math elective	(3)	3	0	0
MAS elective	(3)	3	0	0
ective courses	(21)	0	21	0

Social Science					
SSI 100	(3)	3	0	0	
Elective courses	(6)	6	0	0	
Unrestricted Electives					
Urban Study	(3)	0	0	3	
Elective courses	(3)	3	0	0	
Total Credits	(66)				
					Total
Adelphi Accepts		30	21	13 =	64
Excess Credits		0	0	2 =	2
					66

At least 120 credits are needed for the B.A. or B.S. at Adelphi University. By selecting carefully, transferring students from LaGuardia will have to complete 56 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Adelphi.

LaGuardia Community College

Optimal Program of Study: Accounting Curriculum

In addition to the required curriculum for an A.A.S. in Acounting, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Business Administration in Accounting at Adelphi University. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Adelphi University. The Course Selection List shows those LaGuardia courses that meet Adelphi University's distribution requirements and elective category.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMA 201 - Intermediate Accounting I	3
AMA 202 - Intermediate Accounting II	3
AMA 210 - Cost Accounting I	3
AMA 211 - Cost Accounting II (take as unrestricted elective)	3
AMM 101 - Introduction to Business	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

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Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as liberal arts elective)	4

Social Science

SSE 101 - Introductory Economics I	3

Liberal Arts 3$

7 credits are required in this category. Since 4 credits will be taken in Calculus I, 3 credits remain.

Unrestricted Electives 4$

7 credits are required in this category. Since 3 credits will be taken in Cost Accounting II, 4 credits remain.

Total Credits 66

$See Course Selection List for the School of Business Administration only (pp. 34-36) for appropriate choice.

* * *

ADELPHI UNIVERSITY ACCEPTS

14 credits toward distribution requirements
24 credits toward major requirements
21 credits toward elective category

Total: 59 credits

YOU MUST COMPLETE

25 credits to meet distribution requirements
36 credits to meet major requirements

Total: 61 credits
Grand Total: 120 credits

LAGUARDIA COMMUNITY COLLEGE/ADELPHI UNIVERSITY

TRANSFER ADVISORY NOTES

1. AMA 110 was not evaluated. Suppose elective credit only.
2. BDP 100 receives elective credit only. It may not be counted toward the B.B.A. degree.
3. Coop Ed. courses receive elective credit only. They may not be counted toward the B.B.A. degree.
4. Transfer students who have completed ENG 101-102 with a minimum grade of C have fulfilled the English composition requirement.
5. MAT 110 receives no credit. It will not be counted toward the B.B.A. degree.
6. MAT 200 is equivalent to MTH 140. MTH 140 receives elective credit only. It may not be counted toward the B.B.A. degree.
7. SSE 101 was not evaluated. Suppose elective credit only.
8. Basic Skills courses receive no credit. They will not be counted toward the B.B.A. degree.

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COURSE EVALUATION
Accounting Curriculum

LaGuardia		Adelphi University		
		Meets Dist. Req'ts.	Meets Major/Minor Req'ts.	Meets Elect. Category
Accounting/Managerial Studies				
AMA101-102-103	(6)	0	6	0
AMA 110	(3)	0	0	0
AMA 201-202	(6)	0	6	0
AMA 210-211	(6)	0	6	0
AMM 101	(3)	0	3	0
AMM 110	(3)	0	3	0
Computer Information Systems				
BDP 100	(3)	0	0	3
Cooperative Education				
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0

Mathematics					
MAT 110	(3)	0	0	0	
MAT 200	(4)	0	0	3	
MAT 201	(4)	4	0	0	
Social Science					
SSE 101	(3)	0	0	3	
Liberal Arts					
Elective course	(3)	3	0	0	
Unrestricted Electives					
Urban Study	(3)	0	0	3	
Elective course	(1)	1	0	0	
Total Credits	(66)				
					Total
Adelphi Accepts		14	24	21 =	59
Excess Credits		0	0	7 =	7
					66

At least 120 credits are needed for the B.B.A. at Adelphi University. By selecting carefully, transferring students from LaGuardia will have to complete 61 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Adelphi.

LaGuardia Community College

Optimal Program of Study: Business Administration Curriculum

In addition to the required curriculum for an A.S. in Business Administration, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Business Administration in Management at Adelphi University. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Adelphi University. The Course Selection List shows those LaGuardia courses that meet Adelphi University's distribution requirements and elective category.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMM 101 - Introduction to Business	3
AMM 102 - Principles of Finance	3
AMM 103 - Principles of Management	3
AMM 104 - Principles of Marketing	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4
MAT 201 - Calculus I (take as liberal arts elective)	4

Social Science

SSE 101 - Introductory Economics	3

Liberal Arts 10-11$

14 to 15 credits are required in this category.
Since 4 credits will be taken in Calculus I,
10-11 credits remain.

Total Credits 66-67

$See Course Selection List for the School of Business Administration only (pp. 34-36) for appropriate choice.

* * *

ADELPHI UNIVERSITY ACCEPTS

13-14 credits toward distribution requirements
25 credits toward major requirements
21 credits toward elective category

Total: 59-60 credits

YOU MUST COMPLETE

25-26 credits to meet distribution requirements
35 credits to meet major requirements

Total: 60-61 credits

Grand Total: 120 credits

LAGUARDIA COMMUNITY COLLEGE/ADELPHI UNIVERSITY

TRANSFER ADVISORY NOTES

1. AMA 110 was not evaluated. Suppose elective credit only.
2. BDP 100 receives elective credit only. It may not be counted toward the B.B.A. degree.
3. Coop Ed. courses receive elective credit only. They may not be counted toward the B.B.A. degree.
4. Transfer students who have completed ENG 101-102 with a minimum grade of C have fulfilled the English composition requirement.
5. MAT 110 receives no credit. It will not be counted toward the B.B.A. degree.
6. MAT 200 is equivalent to MTH 140. MTH 140 receives elective credit only. It may not be counted toward the B.B.A. degree.
7. SSE 101 was not evaluated. Suppose elective credit only.
8. Basic Skills courses receive no credit. They will not be counted toward the B.B.A. degree.

COURSE EVALUATION
Business Administration Curriculum

LaGuardia		Adelphi University		
		Meets Dist. Req'ts.	Meets Major/Minor Req'ts.	Meets Elect. Category
Accounting/Managerial Studies				
AMA 101-102-103	(6)	0	6	0
AMA 110	(3)	0	0	0
AMM 101	(3)	0	3	0
AMM 102	(3)	0	3	0
AMM 103	(3)	0	3	0
AMM 104	(3)	0	3	0
AMM 110	(3)	0	3	0
Computer Information Systems				
BDP 100	(3)	0	0	3
Cooperative Education				
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0

Mathematics						
MAT 110	(3)	0	0	0		
MAT 200	(4)	0	0	3		
MAT 201	(4)	0	4	0		
Social Science						
SSE 101	(3)	0	0	3		
Liberal Arts						
Urban Study	(3)	0	0	3		
Elective courses	(7-8)	7-8	0	0		
Total Credits	(66-67)					
						Total
Adelphi Accepts		13-14	25	21	=	59-60
Excess Credits		0	0	7	=	7
						66-67

At least 120 credits are needed for the B.B.A. at Adelphi University. By selecting carefully, transferring students from LaGuardia will have to complete 60-61 credits in addition to the Associate degreee (66 credits) to meet graduation requirements at Adelphi.

LaGuardia Community College

Optimal Program of Study: Nursing Curriculum

The Optimal Program of Study includes all the required courses for an A.A.S. in Nursing. The Transfer Advisory Notes will alert you to special conditions that must be met in order to be admitted as a junior at Adelphi University. The Course Selection List shows those LaGuardia courses that meet Adelphi University's distribution requirements and elective category.

English/Humanities

ENG 101 - Composition I	3
ENG 102 - Composition II	3
Humanities elective	3$

Mathematics

MAT 106 - Mathematics for Medical Dosages	2

Natural and Applied Sciences

SCB 203 - Fundamentals of Human Biology I	4
SCB 204 - Fundamentals of Human Biology II	4
SCB 260 - General Microbiology	4
SCC 140 - Biological Chemistry	3
SCR 101 - Introduction to the Nursing Process	5
SCR 201 - Nursing Process I	6
SCR 205 - Nursing Process II	6
SCR 250 - Nursing Process III	7
SCR 255 - Nursing Process IV	7
SCR 295 - Nursing Seminar	2

Social Science

SSY 101 - General Psychology	3
SSY 240 - Developmental Psychology	3
SSN 182 - Urban Anthropology	3
or	
SSN 187 - Urban Sociology	3
Total Credits	68

$See Course Selection List for the Marion A. Buckley School of Nursing only (pp. 37-39) for appropriate choice.

* * *

ADELPHI UNIVERSITY ACCEPTS

68 credits toward the major and the distribution requirements

YOU MUST COMPLETE

57- 60 credits to meet major requirments and free electives

Grand Total: 125-127 credits

LAGUARDIA COMMUNITY COLLEGE/ADELPHI UNIVERSITY
TRANSFER ADVISORY NOTES

1. All applicants must meet the general conditions of admission for transfer students to the University (e.g. only grades of A, B, or C will be accepted for credit).

2. Applicants must have a grade point average of at least 2.5 to be considered for admission.

3. Students must complete a minimum of 56 credits to receive the baccalaureate degree.

4. Students who have completed ENG 101-102 with a minimum grade of C have fulfilled the English composition requirement.

5. All Basic Skills courses receive no credit. They will not be counted toward the B.S. degree.

6. Due to the large number of applicants and the limitations on available transfer spaces, it is recommended that applicants submit applications for transfer to the University Admissions Office by January 1 (for September entrance) or October 1 (for January entrance).

7. An admission interview is required of all transfer applicants.

COURSE SELECTION LIST

to maximize transfer to
Adelphi University, College of Arts and Sciences

A. These LaGuardia courses meet Adelphi University's Distribution Requirements

Computer Information Systems

&BDP 101

&BDP 196

&BDP 285

English

ENG 212
ENG 214
ENG 215
ENG 245

ENG 260
ENG 266
ENG 270
ENG 275

Humanities

&HUA 102
&HUA 103
&HUA 110
&HUA 120
&HUA 130
&HUA 150
&HUA 160
&HUA 170
&HUA 180
HUA 201
&HUA 210
HUA 215
&HUA 220
&HUA 230
&HUA 290

HUC 104
HUC 106
HUC 110
HUC 120
HUC 130
HUC 150
HUC 190
&HUC 195

*HUF 101-102
HUF 103

*HUI 101-102

*HUS 101-102
HUS 103
HUS 105
HUS 200
HUS 201
HUS 204
HUS 210

HUM 101
HUM 102
HUM 110
HUM 140
HUM 141
&HUM 150
&HUM 151
&HUM 155
&HUM 156
&HUM 165
&HUM 166
&HUM 180
&HUM 181
&HUM 182
&HUM 200
&HUM 201

HUP 101
HUP 210
HUP 215
HUP 220
HUP 230

Mathematics

MAT 103
MAT 107
MAT 120
MAT 200
MAT 201

MAT 202
MAT 203
MAT 204
MAT 210
MAT 230

Natural and Applied Sciences

*SCB 201-201
SCB 210

SCC 101
SCC 200
*SCC 201-202
SCC 250
*SCC 251-252

SCP 101
SCP 140
*SCP 201-202
*SCP 240-241-242

Social Science

SSA 101
SSA 105

SSH 101
SSH 102
SSH 103
SSH 104

SSN 186

SSP 101
SSP 200
SSP 220
SSP 240
SSP 245

SSS 175
SSS 280

SSY 101
SSY 200
SSY 230
SSY 240
SSY 241
SSY 250
SSY 290

B. These LaGuardia courses meet Adelphi University's College of Arts and Sciences elective category

English

ENG 104
ENG 196
ENG 197
ENG 203
ENG 216
ENG 225

ENG 240
ENG 243
ENG 247
ENG 250
ENG 268
ENG 269

ENG 272
ENG 273
ENG 280
ENG 285

Humanities

HUA 101
HUA 200

HUC 240
HUC 270
HUC 272
HUC 275

&HUS 220
HUS 270

Natural and Applied Sciences

SCB 250
SCB 260

SCP 101
SCP 250
SCP 251

Social Science

SSH 210
SSH 231
SSH 232
SSH 240
SSH 260

SSN 187

SSS 185

SSY 260

&This course can only be used to fulfill the unrestricted elective requirement at LaGuardia, but it fulfills Adelphi University's liberal arts distribution requirements.

*All courses in the sequence must be taken to qualify for transfer credit in the appropriate category. Otherwise elective credit will be awarded only.

COURSE SELECTION LIST

to maximize transfer to
Adelphi University, School of Business Administration

A. These LaGuardia courses meet Adelphi University's Distribution Requirements

Computer Information Systems

&BDP 101
&BDP 196
&BDP 285

English

ENG 212
ENG 214
ENG 215
ENG 245
ENG 260
ENG 266
ENG 270
ENG 275

Humanities

&HUA 102
&HUA 103
&HUA 110
&HUA 120
&HUA 130
&HUA 150
&HUA 160
&HUA 170
&HUA 180
HUA 201
&HUA 210
HUA 215
&HUA 220
&HUA 230
&HUA 290

HUC 104
HUC 106
HUC 110
HUC 120
HUC 130
HUC 150
HUC 190
&HUC 195

*HUF 101-102
HUF 103

*HUI 101-102

*HUS 101-102
HUS 103
HUS 105
HUS 200
HUS 201
HUS 204
HUS 210

HUM 101
HUM 102
HUM 110
HUM 140
HUM 141
&HUM 150
&HUM 151
&HUM 155
&HUM 156
&HUM 165
&HUM 166
&HUM 180
&HUM 181
&HUM 182
&HUM 200
&HUM 201

HUP 101
HUP 210
HUP 215
HUP 220
HUP 230

Mathematics

MAT 103
MAT 107
MAT 120
MAT 200
MAT 201

MAT 202
MAT 203
MAT 204
MAT 210
MAT 230

Natural and Applied Sciences

*SCB 201-201
SCB 210

SCC 101
SCC 200
*SCC 201-202
SCC 250
*SCC 251-252

SCP 101
SCP 140
*SCP 201-202
*SCP 240-241-242

Social Science

SSA 101
SSA 105

SSH 101
SSH 102
SSH 103
SSH 104

SSN 186

SSP 101
SSP 200
SSP 220
SSP 240
SSP 245

SSS 175
SSS 280

SSY 101
SSY 200
SSY 230
SSY 240
SSY 241
SSY 250
SSY 290

B. These LaGuardia courses meet Adelphi University's School of Business Administration elective category

English

ENG 104
ENG 196
ENG 197
ENG 203
ENG 216
ENG 225

ENG 240
ENG 243
ENG 247
ENG 250
ENG 268
ENG 269

ENG 272
ENG 273
ENG 280
ENG 285

Humanities

HUA 101
HUA 200

HUC 240
HUC 270
HUC 272
HUC 275

&HUS 220
HUS 270

Natural and Applied Sciences

SCB 250
SCB 260

SCP 101
SCP 250
SCP 251

Social Science

SSH 210
SSH 231
SSH 232
SSH 240
SSH 260

SSN 187

SSS 185

SSY 260

&This course can only be used to fulfill the unrestricted elective requirement at LaGuardia, but it fulfills Adelphi University's liberal arts distribution requirements.

*All courses in the sequence must be taken to qualify for transfer credit in the appropriate category. Otherwise elective credit will be awarded only.

COURSE SELECTION LIST

to maximize transfer to
Adelphi University, Marion A. Buckley School of Nursing

A. These LaGuardia courses meet Adelphi University's Distribution Requirements

English

ENG 212
ENG 214
ENG 215
ENG 245

ENG 260
ENG 266
ENG 270
ENG 275

Humanities

&HUA 102
&HUA 103
&HUA 110
&HUA 120
&HUA 130
&HUA 150
&HUA 160
&HUA 170
&HUA 180
HUA 201
&HUA 210
HUA 215
&HUA 220
&HUA 230
&HUA 290

HUC 104
HUC 106
HUC 110
HUC 120
HUC 130
HUC 150
HUC 190
&HUC 195

*HUF 101-102
HUF 103

*HUI 101-102

*HUS 101-102
HUS 103
HUS 105
HUS 200
HUS 201
HUS 204
HUS 210

HUM 101
HUM 102
HUM 110
HUM 140
HUM 141
&HUM 150
&HUM 151
&HUM 155
&HUM 156
&HUM 165
&HUM 166
&HUM 180
&HUM 181
&HUM 182
&HUM 200
&HUM 201

HUP 101
HUP 210
HUP 215
HUP 220
HUP 230

Mathematics

MAT 103
MAT 107
MAT 120
MAT 200
MAT 201

MAT 202
MAT 203
MAT 204
MAT 210
MAT 230

Natural and Applied Sciences

*SCB 201-201
SCB 210

SCC 101
SCC 200
*SCC 201-202
SCC 250
*SCC 251-252

SCP 101
SCP 140
*SCP 201-202
*SCP 240-241-242

Social Science

SSA 101
SSA 105

SSH 101
SSH 102
SSH 103
SSH 104

SSN 186

SSP 101
SSP 200
SSP 220
SSP 240
SSP 245

SSS 175
SSS 280

SSY 101
SSY 200
SSY 230
SSY 240
SSY 241
SSY 250
SSY 290

B. These LaGuardia courses meet Adelphi University's elective category

English

ENG 104
ENG 196
ENG 197
ENG 203
ENG 216
ENG 225

ENG 240
ENG 243
ENG 247
ENG 250
ENG 268
ENG 269

ENG 272
ENG 273
ENG 280
ENG 285

Humanities

HUA 101
HUA 200

HUC 240
HUC 270
HUC 272
HUC 275

&HUS 220
HUS 270

Natural and Applied Sciences

SCB 250
SCB 260

SCP 101
SCP 250
SCP 251

Social Science

SSH 210
SSH 231
SSH 232
SSH 240
SSH 260

SSN 187

SSS 185

SSY 260

&This course can only be used to fulfill the unrestricted elective requirement at LaGuardia, but it fulfills Adelphi University's liberal arts distribution requirements.

*All courses in the sequence must be taken to qualify for transfer credit in the appropriate category. Otherwise elective credit will be awarded only.

SECTION 3.2

Clark College
240 James P. Brawley Drive, S.W.
Atlanta, Georgia 30314

Contact: Ms. Katherine Hughey
Admissions Counselor

Telephone Number: (404) 681-3080, Ext. 190

MAJORS

BACHELOR OF ARTS

Accounting
Art
Business Administration
Economics
Education
  - Business Education
  - Early Childhood Education
  - Elementary Education
  - Physical Education
  - Secondary Education
English
Fashion Design
Fashion Merchandising
French
German
History
Mass Communications
  - Broadcast Management
  - Journalism
  - Public Relations
  - Speech Communications
  - Theatre
Music
Philosophy
Political Science
Religion
Sociology
Sociology and Social Welfare
Spanish

BACHELOR OF SCIENCE

Biology
Chemistry
Child Development
Community Health Education
Computer Science
Education
  - Home Ecomonics Education
Hotel and Restaurant Management
Mathematics
Medical Record Administration
Medical Technology
Nutrition
Physical Therapy
Physics
Pre-Engineering
Respiratory Therapy

LaGuardia Community College

Optimal Program of Study: Accounting Curriculum

In addition to the required curriculum for an A.A.S. in Accounting, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts in Accounting at Clark College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Clark College. The Course Selection List shows those LaGuardia courses that meet Clark College's general educaiton requirements and general electives.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMA 150 - Individual Income Tax Procedures	3
AMA 201 - Intermediate Accounting I	3
AMA 202 - Intermediate Accounting II	3
AMM 101 - Introduction to Business	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II (take as liberal arts elective)	3

Liberal Arts 4-5$

7-8 credits are required in this category. Since 3 credits will be taken in Introductory Economics II, 4-5 credits remain.

Unrestricted Electives 7$

7 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 18-19) for appropriate choice.

* * *

CLARK COLLEGE ACCEPTS

18 credits toward general education requirements
27 credits toward major requirements
18 credits toward general electives

Total: 63 credits

YOU MUST COMPLETE

18 credits to meet general education requirements
18 credits to meet major requirements
21 credits to meet general electives

Total: 57 credits

Grand Total: 120 credits

LAGUARDIA COMMUNITY COLLEGE/CLARK COLLEGE

TRANSFER ADVISORY NOTES

1. The General Education Requirement consists of twelve credit courses, plus Physical Education 101-102.
2. Students must complete AMA 101-102-103 to receive credit for BUS 207-208.
3. AMA 110 receives elective credit only. It may not be counted toward the B.A. degree.
4. AMM 101 receives elective credit only. It may not be counted toward the B.A. degree.
5. Academic credit for Coop Ed courses will be determined by each department. A maximum of four courses will be accepted.
6. Students who successfully complete ENG 101 and 102 with a grade of C or better in each course have fulfilled the writing requirements.
7. MAT 110 receives elective credit only. It may not be counted toward the B.A. degree.
8. Foreign language course requirements are determined by department. Consult the Clark catalog for more information.
9. All Basic Skills courses receive no credit. They will not be counted toward the B.A. degree.
10. Courses in which studuents earn a grade of D are not accepted for transfer.

COURSE EVALUATION
Accounting Curriculum

LaGuardia		Clark College Meets Gen.Educ. Req'ts.	Meets Major Req'ts.	General Electives
Accounting/Managerial Studies				
AMA 101-102-103	(6)	0	6	0
AMA 110	(3)	0	0	3
AMA 150	(3)	0	3	0
AMA 201-202	(6)	0	6	0
AMM 101	(3)	0	0	3
AMM 110	(3)	0	3	0
Computer Information Systems				
BDP 100	(3)	0	3	0
Cooperative Education				
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0

Mathematics				
MAT 110	(3)	0	0	0
MAT 200	(4)	4	0	0
Social Science				
SSE 101-102	(6)	0	6	0
Liberal Arts				
Elective courses	(4-5)	4-5	0	0
Unrestricted Electives				
Urban Study	(3)	0	0	3
Elective course	(4)	4	0	0
Total Credits	(66)			

					Total
Clark Accepts	18	27	18	=	63
Excess Credits	0	0	3	=	3

					66

At least 120 credits are needed for the B.A. in Accounting at Clark College. By selecting carefully, transferring students from LaGuardia will have to complete 57 credits to meet graduation requirements at Clark.

LaGuardia Community College

Optimal Program of Study: Liberal Arts Curriculum

In addition to the required curriculum for an A.A. in Liberal Arts, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts at Clark College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Clark College. The Course Selection List shows those LaGuardia courses that meet Clark College's general education requirements and general electives.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English/Humanities

ENG 101 - Composition I	3
ENG 102 - Composition II	3
ENG 103 - The Research Paper	3
One English elective	3$
One Humanities elective	3$
One English or Humanities elective	3$

Liberal Arts

LIB 200 - Humanism and Technology	3
Elective courses	7$

Mathematics/Natural and Applied Sciences

One Math elective	3$
One Natural and Applied Sciences elective	3$
One Math or Natural and Applied Sciences elective	3$

Social Science

SSI 100 - Introduction to Social Science	3
Two elective courses	6$

Unrestricted Electives 12$

12 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 18-19) for appropriate choice.

* * *

CLARK COLLEGE ACCEPTS

	37	credits toward general education requirments
	0	credits toward major requirements
	29	credits toward general electives
Total:	66	credits

YOU MUST COMPLETE

		Two non-credit physical education courses to meet general education requirements
	24-48	credits to meet major requirements
	6-30	credits to meet general electives
Total:	54	credits
Grand Total:	120	credits

449

LAGUARDIA COMMUNITY COLLEGE/CLARK COLLEGE

TRANSFER ADVISORY NOTES

1. The General Education Requirement consists of 12 credit courses, plus Physical Education 101-102.

2. Academic credit for Coop Ed courses will be determined by each department. A maximum of four courses will be accepted.

3. Students who successfully complete ENG 101 and 102 with a grade of C or better in each course have fulfilled the writing requirement.

4. LIB 200 is equivalent to PHY 362. PHY 362 meets the general elective requirement.

5. SSI 100 receives elective credit only. It may not be counted toward the B.A. degree.

6. Foreign language course requirements are determined by each department. Consult Clark's catalog for more information.

7. All Basic Skills courses receive no credit. They may not be counted toward the B.A. degree.

8. Courses in which students earn a grade of D are not accepted for transfer.

COURSE EVALUATION
Liberal Arts Curriculum

LaGuardia		Clark College		
		Meets Gen.Educ. Req'ts.	Meets Major/Minor Req'ts.	General Electives
Cooperative Education				
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0	9
English/Humanities				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0
ENG 103	(2)	0	0	2
ENG elective	(3)	3	0	0
HUM elective	(3)	3	0	0
ENG/HUM elective	(3)	3	0	0
Liberal Arts				
LIB 200	(3)	0	0	3
Elective courses	(7)	7	0	0
Mathematics/Natural and Applied Sciences				
Math elective	(3)	3	0	0
NAS elective	(3)	3	0	0
Math/NAS elective	(3)	3	0	0

Social Science					
SSI 100	(3)	0	0	3	
Elective courses	(6)	6	0	0	
Unrestricted Electives					
Urban Study	(3)	0	0	3	
Elective courses	(9)	0	0	9	
Total Credits	(66)				
					Total
Clark Accepts		37	0	29 =	66

At least 120 credits are needed for the B.A. at Clark College. By selecting carefully, transferring students from LaGuardia will have to complete 54 credits in addition to their Associate degree (66 credits) to meet graduation requirements.

LaGuardia Community College

Optimal Program of Study: Liberal Arts and Science Curriculum

In addition to the required curriculum for an A.S. in Liberal Arts and Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science at Clark College. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Clark College. The Course Selection List shows those LaGuardia courses that meet Clark College's general education requirements and general electives.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English/Humanities

ENG 101 - Composition I	3
ENG 102 - Composition II	3
English and/or Humanities electives	6$

Liberal Arts

LIB 200 - Humanism and Technology	3

Mathematics/Natural and Applied Sciences

One Math elective	3$
One Natural and Applied Sciences elective	3$
Seven Math and/or Science electives	21$

Social Science

SSI 100 - Introduction to Social Science	3
Two elective courses	6$

Unrestricted Electives 6$

6 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 18-19) for appropriate choice.

* * *

CLARK COLLEGE ACCEPTS

24 credits toward general education requirements
21 credits toward major requirements
21 credits toward general electives
Total: 66 credits

YOU MUST COMPLETE

12 credits to meet general education requirements
39-40 credits to meet major requirements
2-3 credits to meet general electives

Total: 54 credits

Grand Total: 120 credits

LAGUARDIA COMUNITY COLLEGE/CLARK COLLEGE

TRANSFER ADVISORY NOTES

1. The General Education Requirement consists of 12 credit courses, plus Physical Education 101-102.
2. Academic credit for Coop Ed courses will be determined by each department. A maximum of four courses will be accepted.
3. Students who successfully complete ENG 101 and 102 with a grade of C or better in each course have fulfilled the writing requirement.
4. LIB 200 is equivalent to PHY 362. PHY 362 meets the general elective requirement.
5. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.
6. Foreign language course requirements are determined by each department. Consult Clark's catalog for more information.
7. All Basic Skills courses receive no credit. They may not be counted toward the B.S. degree.
8. Courses in which students earn a grade of D are not accepted for transfer.

COURSE EVALUATION
Liberal Arts and Science Curriculum

LaGuardia		Clark College		
		Meets Gen.Educ. Req'ts.	Meets Major/Minor Req'ts.	General Electives
Cooperative Education				
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	9
English/Humanities				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0
ENG and/or HUM electives	(6)	6	0	0
Liberal Arts				
LIB 200	(3)	0	0	3
Mathematics/Natural and Applied Sciences				
One Math elective	(3)	3	0	0
One NAS elective	(3)	3	0	0
Math and/or NAS electives	(21)	0	21	0

					Total
Social Science					
SSI 100	(3)	0	0	3	
Elective courses	(6)	6	0	0	
Unrestricted Electives					
Urban Study	(3)	0	0	3	
Elective course	(3)	0	0	3	
Total Credits	(66)				
Clark Accepts		24	21	21 =	66

At least 120 credits are needed for the B.S. at Clark College. By selecting carefully, transferring students from LaGuardia will have to complete 54 credits in addition to their Associate degree (66 credits) to meet graduation requirements.

COURSE SELECTION LIST
to maximize transfer to Clark College

A. These LaGuardia courses meet General Education Requirements at Clark College

Choose one course from each area

English	**Humanities**
ENG 260	HUP 100
ENG 265	HUP 101
ENG 270	

Mathematics

MAT 200

Choose one course sequence from each area

Natural and Applied Sciences

SCB 101 and SCP 101
SCB 201-202
SCC 201-202

Social Science

SSH 101-102 and SSY 101

B. These LaGuardia courses are equivalent to general elective courses at Clark

English

ENG 196
ENG 197
ENG 212
ENG 215
ENG 217
ENG 225
ENG 266
ENG 280
ENN 198

462

Humanities

HUA 102
HUA 103
HUA 110
HUA 120
HUA 130
HUA 150
HUA 170
HUA 180
HUA 230

HUC 101
HUC 104
HUC 106
HUC 150
HUC 170
HUC 190
HUC 195

HUF 101
HUF 102
HUF 103

HUS 101
HUS 102
HUS 103
HUS 200
HUS 201
HUS 210

HUM 101
HUM 102
HUM 110
HUM 140
HUM 141
HUM 150
HUM 155
HUM 156
HUM 160
HUM 180
HUM 181
HUM 201

HUP 210
HUP 220
HUP 230

Mathematics

MAT 104
MAT 201

MAT 202
MAT 203

MAT 204
MAT 210

Natural and Applied Sciences

HSG 150

SCB 210
SCB 250
SCB 260

SCC 251
SCC 252

SCH 150
SCH 210

SCP 240
SCP 241
SCP 242
SCP 250
SCP 251

SCS 100

Social Science

SSA 100

SSE 101
SSE 102
SSN 189

SSH 210
SSH 231

SSP 101
SSP 200
SSP 230
SSP 245

SSS 101
SSS 280

SSY 110
SSY 230
SSY 240
SSY 241
SSY 250

SECTION 3.3

Dominican College of Blauvelt
10 Western Highway
Orangeburg, NY 10962

Contact: Kenneth Skrivanek
Program Coordinator
Occupational Therapy Program

Telephone Number: (914) 359-7800

Major:

Occupational Therapy

LaGuardia Community College

Optimal Program of Study: Occupational Therapy Assistant Curriculum

In addition to the required curriculum for an A.S. in Occupational Therapy Assistant, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Occupational Therapy at Dominican College of Blauvelt. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Dominican College. The Course Selection List shows those LaGuardia courses that meet Dominican College's General Education Curriculum requirements.

Cooperative Education

CEO 201	Introductory Co-op in Occupational Therapy: Psychosocial Dysfunction	1.5
CEO 202	Introductory Co-op in Occupational Therapy: Physical Dysfunction	1.5

English

ENG 101	Composition I	3

Natural and Applied Sciences

SCB 203	Fundamentals of Human Biology I	4
SCB 204	Fundamentals of Human Biology II	4
SCN 195	Community Health	2
SCO 201	Occupational Therapy Theory and Practice in Physical Dysfunction	3
SCO 210	Occupational Therapy Skills & Application I	3
SCO 212	Occupational Therapy Skills & Application III: Life Tasks	3
SCO 220	Physical and Developmental Aspects of Therapeutic Activity	1
SCO 225	Occupational Therapy Skills & Application II	2
SCO 230	Functional Pathology	3
SCO 290	Occupational Therapy Internship in Psychosocial Dysfunction	3
SCO 291	Occupational Therapy Clinical Internship in Physical Dysfunction	3

Social Science

SSY 101 - General Psychology	3
SSY 230 - Abnormal Psychology	3
SSY 240 - Developmental Psychology I: Childhood	3
SSY 241 - Developmental Psychology II: From Adolescence through Senescence	3
or	
SSY 290 - Psychology of Aging	3
SSY 260 - Group Dynamics: Small Group Processes	3

Liberal Arts Electives 11$

11 credits are required in this category.
See attached list for course selection.

Total Credits 66

$See Course Selection List (pp. 7-8) for appropriate choice

* * *

DOMINICAN COLLEGE ACCEPTS

21 credits toward major requirements
35 credits toward General Education curriculum
5 credits toward free electives

Total: 61

YOU NEED TO COMPLETE

36 credits to meet major requirements
0 credits to meet General Education Curriculum
25 credits to meet liberal arts electives
3 credits to meet free electives

Total: 64

Grand Total: 125 credits

466

LAGUARDIA COMMUNITY COLLEGE/DOMINICAN COLLEGE OF BLAUVELT

TRANSFER ADVISORY NOTES

1. CEO 201-202 receive no credit. They may not be counted toward the B.S. degree.
2. SCN 195 receives elective credit only. It may not be counted toward the B.S. degree.
3. SCO 230 receives elective credit only. It may not be counted toward the B.S. degree.
4. Admission into this program is restricted to Certified Occupational Therapy Assistants who hold an associate degree or its equivalent in lower division credits.
5. Dominican College does not accept courses in which students have earned a grade of D.
6. A grade point average of 2.5 is required for admission.
7. Students are required to pass the English Placement Examination to be exempt from taking additional English courses.

COURSE EVALUATION

Occupational Therapy Assistant Curriculum

LaGuardia		Dominican College of Blauvelt		
		Meets Major Req'ts.	Meets Gen. Ed. Req'ts.	Free Electives
Cooperative Education				
CEO 201	(1.5)	0	0	0
CEO 202	(1.5)	0	0	0
English				
ENG 101	(3)	0	3	0
Natural and Applied Sciences				
SCB 203-204	(8)	0	6	0
SCN 195	(2)	0	0	2
SCO 201-202	(6)	6	0	0
SCO 210	(3)	3	0	0
SCO 212	(3)	3	0	0
SCO 220	(1)	1	0	0
SCO 225	(2)	2	0	0
SCO 230	(3)	0	0	3
SCO 290-291	(6)	6	0	0

Social Science					
SSY 101	(3)	0	3	0	
SSY 230	(3)	0	3	0	
SSY 240	(3)	0	3	0	
SSY 241	(3)	0	3	0	
or					
SSY 290	(3)	0	3	0	
SSY 260	(3)	0	3	0	
Liberal Arts					
Elective courses	(14)	0	11	0	
Total Credits	(66)				
					Total
Dominican College Accepts		21	35	5 =	61
Excess Credits		0	2	3 =	5

					66

At least 125 credits are required for the B.S. in Occupational Therapy at Dominican College of Blauvelt. By selecting carefully, transferring students from LaGuardia will have to complete 64 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Dominican College.

COURSE SELECTION LIST

to maximize transfer to Dominican College of Blauvelt

These LaGuardia courses meet Dominican College Liberal Arts requirements

English

ENG 225
ENG 240
ENG 243
ENG 245
ENG 247
ENG 250
ENG 260
ENG 265
ENG 266
ENG 268
ENG 269
ENG 270
ENG 272
ENG 275
ENG 280
ENG 285

Humanities

HUA 101
HUA 200
HUA 201
HUA 215
*HUC 101
*HUC 106
HUC 210
HUC 150
HUC 165
HUC 170
HUC 180
HUC 190
HUC 270
HUC 272
HUC 275
*HUF 101
*HUF 102
*HUF 103
*HUS 101
*HUS 102
*HUS 103
HUS 105
HUS 106
HUS 200
*HUS 201
*HUS 204
HUS 210
HUS 270

HUM 101
HUM 102
HUM 105
HUM 110
HUM 210
*HUP 101
*HUP 210
HUP 215
HUP 220
HUP 230

Mathematics

MAT 120
MAT 121
MAT 130
*MAT 200
*MAT 201
*MAT 202
MAT 203
MAT 204
MAT 210

Natural & Applied Sciences

SCB 203
SCB 204
*SCB 210
*SCB 260
*SCC 201
*SCC 202
SCC 251
SCC 252
SCH 210
*SCP 101
SCP 140
SCP 201
SCP 202

Social Science

SSA 100
SSA 101
SSA 105

SSE 101
SSE 102
SSE 110
SSE 125

SSH 101
SSH 102
SSH 103
SSH 104
SSH 210
SSH 231
SSH 232
SSH 240
*SSH 260

*SSI 210

SSP 101
SSP 200
SSP 220
SSP 230
SSP 240
SSP 245

*SSY 101
SSY 110
SSY 200
SSY 230
SSY 240
SSY 241
SSY 250
SSY 260
SSY 280
SSY 290

SSS 101
*SSS 175
SSS 230
SSS 280

SSN 188
SSN 193
SNN 195

*This course fulfills General Education Curriculum requirements at Dominican College.

SECTION 3.4

Long Island University
The Brooklyn Campus
University Plaza
Brooklyn, NY 11201

Contact: Alan B. Chaves
Director of Admissions

Telephone Number: (718) 403-1011

MAJORS

RICHARD L. CONOLLY COLLEGE OF ARTS AND SCIENCES

BACHELOR OF ARTS

Art
Economics
English
History
Humanities
Journalism
Media Arts (Communications and Theatre)
Music
Philosophy
Political Science
Psychology
Social Science
Sociology-Anthropology
Speech Communication

BACHELOR OF SCIENCE

Biology
Chemistry
Education
Mathematics
Nursing

SCHOOL OF BUSINESS AND PUBLIC ADMINISTRATION

BACHELOR OF SCIENCE

Accounting
Computer Science
Finance
International Business
Management and Marketing
Marketing

LaGuardia Community College

Optimal Program of Study: Accounting Curriculum

In addition to the required curriculum for an A.A.S. in Accounting, the *Optimal Program of Study* includes courses that increase the number of credits accepted for a Bachelor of Science in Accounting at Long Island University, Brooklyn Campus. The *Transfer Advisory Notes* will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Long Island University, Brooklyn Campus. The *Course Selection List* shows those LaGuardia courses that meet Long Island University's, Brooklyn Campus, liberal arts requirements and electives.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 101 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMA 150 - Individual Income Tax Procedures	3
AMA 201 - Intermediate Accounting I	3
AMA 202 - Intermediate Accounting II	3
AMM 101 - Introduction to Business	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
NAT 200 - Precalculus	4

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II (take as liberal arts elective)	3

Liberal Arts 4-5$

7-8 credits are required in this category. Since 3 credits will be taken in Introductory Economics II, 4-5 credits remain.

Unrestricted Electives 7$

7 credits are required in this category.

Total Credits 66

$See Course Selection List for School of Business and Public Administration only (pp. 23-25) for appropriate choice.

* * *

LONG ISLAND UNIVERSITY, BROOKLYN CAMPUS, ACCEPTS

23 credits toward liberal arts requirements
18 credits toward professional studies
20 credits toward electives

Total: 61 credits

YOU MUST COMPLETE

21 credits to meet liberal arts requirements
46 credits to meet professional studies
0 credits to meet electives

Total: 67 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/LONG ISLAND UNIVERSITY, BROOKLYN CAMPUS

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ACC 1 and 2.

2. AMA 110 was not evaluated. Suppose elective credit only.

3. Students must take AMA 150 after completing AMA 202 to receive credit for ACC 145a.

4. AMM 101 receives management elective credit only. It may not be counted toward the B.S. degree.

5. Coop Ed. courses receive elective credit only. They may not be counted toward the B.S. degree.

6. Long Island University, Brooklyn Campus, does not accept for transfer courses in which students have earned a grade of D.

7. Basic Skills courses receive no credit. They will not be counted toward the B.S. degree.

8. Students must present a GPA of 2.25 in Accounting if they intend to sit for the CPA examination.

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COURSE EVALUATION

Accounting Curriculum

LaGuardia		Long Island University, Brooklyn Campus		
		Meets Lib. Arts Electives	Meets Prof. Studies	Meets Electives
Accounting/Managerial Studies				
AMA 101-102-103	(6)	0	6	0
AMA 110	(3)	0	0	3
AMA 150	(3)	0	3	0
AMA 201-202	(6)	0	3	3
AMM 101	(3)	0	0	3
AMM 110	(3)	0	3	0
Computer Information Systems				
BDP 100	(3)	0	3	0
Cooperative Education				
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0

Mathematics						
MAT 110	(3)	0	0	3		
MAT 200	(4)	0	0	4		
Social Science						
SSE 101-102	(6)	6	0	0		
Liberal Arts						
Elective courses	(4)	4	0	0		
Unrestricted Electives						
Elective courses	(7)	7	0	0		
						Total
Long Island University/ Brooklyn Campus accepts		23	18	20	=	61
Excess Credits		0	0	5	=	5
						66

At least 128 credits are needed for the B.S. in Accounting at Long Island University, Brooklyn Campus. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requiremnts at Long Island University, Brooklyn Campus.

LaGuardia Community College

Optimal Program of Study: Computer Science Curriculum

In addition to the required curriculum for an A.S. in computer Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Computer Science at Long Island University, Brooklyn Campus. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Long Island University, Brooklyn Campus. The Course Selection List shows those LaGuardia courses that meet Long Island University's, Brooklyn Campus, liberal arts requirements and electives.

Accounting/Managerial Studies

AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 101 - Introduction to Computer Science	4
BDP 110 - Systems Analysis and Design (take as Computer Information Systems elective)	3
BDP 195 - Structured Programming with COBOL	4
BDP 196 - Basic Assembler Language for Computer Science	5
BDP 230 - Operating Systems (take as Computer Information Systems elective)	3
BDP 295 - Computer Architecture	4

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 200 - Precalculus or MAT 204 - Elementary Differential Equations or MAT 210 - Linear Algebra	3-4
MAT 201 - Calculus I	4
MAT 202 - Calculus II	4
MAT 203 - Calculus III	4
MAT 230 - Introduction to Discrete Mathematical Structures	4

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts 3$

3 credits are required in this category.

Total Credits 66-67

$See Course Selection List for School of Business and Public Administration only (pp. 23-25) for appropriate choice.

* * *

LONG ISLAND UNIVERSITY, BROOKLYN CAMPUS, ACCEPTS

12-13 credits toward liberal arts requirements
18 credits toward professional studies
20 credits toward electives

Total: 50-51 credits

YOU MUST COMPLETE

31-32 credits to meet liberal arts requirements
46 credits to meet professional studies

Total: 77-78 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/LONG ISLAND UNIVERSITY, BROOKLYN CAMPUS

TRANSFER ADVISORY NOTES

1. AMM 101 receives elective credit only. It may not be counted toward the B.S. degree.
2. BDP 101 receives elective credit only. It may not be counted toward the B.S. degree.
3. BDP 195 receives elective credit only. It may not be counted toward the B.S. degree.
4. BDP 196 receives elective credit only. It may not be counted toward the B.S. degree.
5. BDP 295 receives elective credit only. It may not be counted toward the B.S. degree.
6. Coop Ed. courses receive elective credit only. They may not be counted toward the B.S. degree.
7. MAT 230 receives elective credit only. It may not be counted toward the B.S. degree.
8. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.
9. Long Island University, Brooklyn Campus, does not accept for transfer courses in which students have earned a grade of D.
10. Basic Skills courses receive no credit. They will not be counted toward the B.S. degree.

COURSE EVALUATION

Computer Science Curriculum

LaGuardia		Long Island University, Brooklyn Campus		
		Meets Lib. Arts Req'ts.	Meets Prof. Studies	Meets Electives
Accounting/Managerial Studies				
AMM 101	(3)	0	0	3
Computer Information Systems				
BDP 101	(4)	0	0	4
BDP 110	(3)	0	3	0
BDP 195	(4)	0	0	4
BDP 196	(5)	0	0	5
bDP 230	(3)	0	3	0
BDP 295	(4)	0	0	4
Cooperative Education				
Internship & Seminar Three credits each (optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0

Mathematics				
MAT 200 or 204 or 210	(3-4)	3-4	0	0
MAT 201	(4)	0	4	0
MAT 202	(4)	0	4	0
MAT 203	(4)	0	4	0
MAT 230	(4)	0	0	4
Social Science				
SSI 100	(3)	0	0	3
Liberal Arts				
Elective course	(3)	3	0	0
Total credits	(66-67)			

				Total
Long Island University/ Brooklyn Campus Accepts	12-13	18	20 =	50-51
Excess Credits	0	0	16 =	16

				66-67

At least 128 credits are needed for the B.S. in Computer Science at Long Island University, Brooklyn Campus. By selecting carefully, transferring students from LaGuardia will have to complete 77-78 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Long Island University, Brooklyn Campus.

LaGuardia Community College

Optimal Program of Study: Liberal Arts Curriculum

In addition to the required curriculum for an A.A. in Liberal Arts, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts at Long Island University, Brooklyn Campus. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Long Island University, Brooklyn Campus. The Course Selection List shows those LaGuardia courses that meet Long Island University's, Brooklyn Campus, core curriculum requirements and electives.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3
ENG 103 - The Research Paper	2

English/Humanities

One English elective	3$
One Humanities elective	3$
One English or Humanities elective	3$

Liberal Arts

LIB 200 - Humanism and Technology	3
Elective courses	7$

Mathematics/Natural and Applied Sciences

One Math elective	3$
One Natural Sciences elective	3$
One Math or Natural Sciences Elective	3$

Social Science

SSI 100 - Introduction to Social Science	3
Two Social Science electives	6$

Unrestricted Electives 12$

12 credits are required in this category.

Total Credits 66

$See Course Selection List for Richard L. Conolly College of Arts and Sciences only (pp. 26-28) for appropriate choice.

* * *

LONG ISLAND UNIVERSITY, BROOKLYN CAMPUS, ACCEPTS

41 credits toward core curriculum requirements
8 credits toward major requirements
17 credits toward electives

Total: 66 credits

YOU MUST COMPLETE

0 credits to meet core curriculum requirements
23-40 credits to meet major requirements
22-39 credits to meet electives

Total: 62 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/LONG ISLAND UNIVERSITY,

BROOKLYN CAMPUS

TRANSFER ADVISORY NOTES

1. Coop Ed. courses receive elective credit only. They may not be counted toward the B.A. degree.
2. ENG 103 receives credit for ENG 12.
3. LIB 200 was not evaluated. Suppose elective credit only.
4. SSI 100 receives elective credit only. It may not be counted toward the B.A. degree.
5. Students must complete six credits in one foreign language. Students with knowledge of a foreign language may take a placement/exemption examination. Students who are exempted receive no credit.
6. Long Island University, Brooklyn Campus, does not accept for transfer courses in which students have earned a grade of D.
7. Basic Skills courses receive no credit. They will not be counted toward the B.A. degree.

COURSE EVALUATION

Liberal Arts Curriculum

LaGuardia		Long Island University, Brooklyn Campus Meets Lib. Arts Req'ts.	 Meets Major Req'ts.	 Meets Electives
Cooperative Education				
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0
ENG 103	(2)	0	0	2
English/Humanities				
ENG elective	(3)	3	0	0
HUM elective	(3)	3	0	0
ENG or HUM elective	(3)	3	0	0
Liberal Arts				
LIB 200	(3)	0	0	3
Elective courses	(7)	7	0	0

					Total
Mathematics/Natural and Applied Sciences					
Math elective	(3)	3	0	0	
Natural Sciences elective	(3)	3	0	0	
Math or Natural Sciences elective	(3)	3	0	0	
Social Science					
SSI 100	(3)	0	0	3	
Elective courses	(6)	6	0	0	
Unrestricted Electives					
Elective courses	(12)	4	8	0	
Total Credits	(66)				
Long Island University/ Brooklyn Campus Accepts		41	8	17 =	66

At least 128 credits are needed for the B.A. at Long Island University, Brooklyn Campus. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Long Island University, Brooklyn Campus.

LaGuardia Community College

Optimal Program of Study: Liberal Arts and Science Curriculum

In addition to the required curriculum for an A.S. in Liberal Arts and Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts at Long Island University, Brooklyn Campus. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at Long Island University, Brooklyn Campus. The Course Selection List shows those LaGuardia courses that meet Long Island University's, Brooklyn Campus, core curriculum requirements and electives.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

English/Humanities

Two ENG or HUM electives	6$

Liberal Arts

LIB 200 - Humanism and Technology	3

Mathematics/Natural and Applied Sciences

One Math elective	4$
One Natural Sciences elective	3-4$
Math and/or Natural Sciences electives	19-20$

Social Science

SSI 100 - Introduction to Social Science	3
Elective courses	6$

Unrestricted Electives	6$

6 credits are required in this category

Total Credits	66

$See Course Selection for Richard L. Conolly College of Arts and Sciences only (pp. 26-28) for appropriate choice.

* * *

LONG ISLAND UNIVERSITY, BROOKLYN CAMPUS, ACCEPTS

	34-36	credits toward core curriculum requirements
	16-17	credits toward major requirements
	15	credits toward electives
Total:	66	credits

YOU MUST COMPLETE

	5- 8	credits to meet liberal arts requirements
	13-22	credits to meet major requirements
	32-44	credits to meet electives
Total:	62	credits
Grand Total:	128	credits

494

LAGUARDIA COMMUNITY COLLEGE/LONG ISLAND UNIVERSITY, BROOKLYN CAMPUS

TRANSFER ADVISORY NOTES

1. Coop Ed. courses receive elective credit only. They may not be counted toward the B.A. degree.
2. LIB 200 was not evaluated. Suppose elective credit only.
3. SSI 100 receives elective credit only. It may not be counted toward the B.A. degree.
4. Students must complete six credits in one foreign language. Students with knowledge of a foreign language may take a placement/exemption examination. Students who are exempted receive no credit.
5. Long Island University, Brooklyn Campus, does not accept for transfer courses in which students have earned a grade of D.

COURSE EVALUATION

Liberal Arts and Science Curriculum

LaGuardia		Long Island University, Brooklyn Campus		
		Meets Core Req'ts.	Meets Major Req'ts.	Meets Electives
Cooperative Education				
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0	9
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0
English/Humanities				
ENG or HUM electives	(6)	6	0	0
Liberal Arts				
LIB 200	(3)	0	0	3

					Total
Mathematics/Natural and Applied Sciences					
Math elective	(4)	4	0	0	
Natural Sciences elective	(3-4)	3-4	0	0	
Math and/or Natural Sciences electives	(19-20)	3-4	16-17	0	
Social Science					
SSI 100	(3)	0	0	3	
Elective courses	(6)	6	0	0	
Unrestricted Electives					
Elective courses	(6)	6	0	0	
Total Credits	(66)				
Long Island University/ Brooklyn Campus Accepts		34-36	16-17	15 =	66

At least 128 credits are needed for the B.A. at Long Island University, Brooklyn Campus. By selecting carefully, transferring students from LaGuardia will have to complete 62 credits in addition to their Associate degree (66 credits) to meet graduation requirements at Long Island University, Brooklyn Campus.

COURSE SELECTION LIST

to maximize transfer to Long Island University, Brooklyn Campus, School of Business and Public Administration

A. These LaGuardia courses meet Long Island University, Brooklyn Campus, Liberal Arts requirements

English

ENG 203
ENG 225
ENG 240
ENG 243
ENG 245
ENG 247
ENG 250
ENG 260
ENG 265
ENG 266
ENG 268
ENG 269
ENG 270
ENG 272
ENG 275
ENG 280
ENG 285

Humanities

HUA 101
&HUA 102
&HUA 103
&HUA 110
&HUA 120
&HUA 130
&HUA 150
&HUA 160
&HUA 170
&HUA 180
&HUA 195
HUA 200
HUA 201
&HUA 210
HUA 215
&HUA 220
&HUA 230
&HUA 290
HUC 101 or 104

*HUF 101-102
HUF 103

*HUI 101-102

*HUK 101-102
HUK 103

HUM 101
HUM 102
HUM 105
HUM 110
HUM 111
HUM 140
HUM 141
&HUM 150
&HUM 151
&HUM 155
&HUM 156
&HUM 160
&HUM 165
&HUM 166
&HUM 180
&HUM 181
&HUM 182
&HUM 201
HUM 210

HUN 192
HUP 100
HUP 101
HUP 210
HUP 220
HUP 230
HUP 240
HUP 250

*HUS 101-102
HUS 103
HUS 105
HUS 200
HUS 201
HUS 204
HUS 210
&HUS 220
HUS 270

Mathematics

MAT 103
MAT 104
MAT 107
MAT 121
MAT 130
MAT 132
MAT 200
MAT 201
MAT 202
MAT 203
MAT 204
MAT 210
MAT 230

Natural and Applied Sciences

SCB 101
SCB 160
*SCB 201-202
*SCB 203-204
SCB 250
SCB 260
SCC 140
*SCC 201-202
*SCC 251-252
SCP 140
*SCP 201-202
*SCP 240-241-242

Social Science

SSA 101
SSE 125
SSH 103
SSH 104
SSP 101
SSY 101

B. These LaGuardia courses meet Long Island University, Brooklyn Campus, electives

Cooperative Education

CPP 201
CPP 202
CPP 203

English

ENG 196
&ENG 197
ENG 212
ENG 214
ENG 215
ENG 216
ENG 217

ENN 198

Humanities

HUC 106
HUC 120
HUC 130
HUC 150

HUC 165
HUC 170
HUC 210
&HUC 240

HUC 270
HUC 272
HUC 275

Social Science

SSA 100

SSS 101
SSS 230
SSS 280

SSH 101
SSH 102
SSH 231
SSH 232

SSY 230
SSY 240
SSY 241
SSY 250
SSY 260

SSN 189
SSN 194
SSN 199

*All courses in the sequence must be taken to qualify for transfer credit in the appropriate category. Otherwise, elective credit will be awarded only.

&This course can only be used to fulfill the unrestricted elective requirement at LaGuardia, but it satisfies Long Island University's, Brooklyn Campus, liberal arts requirement.

COURSE SELECTION LIST

to maximize transfer to Long Island University, Brooklyn Campus,
Richard L. Conolly College of Arts and Sciences

A. **These LaGuardia courses meet Long Island University, Brooklyn Campus, Core Curriculum requirements**

Humanities, Area I

Choose any two:

ENG 203
ENG 225
ENG 240
ENG 243
ENG 245
ENG 247
ENG 250
ENG 260
ENG 265
ENG 266
ENG 268
ENG 269
ENG 270
ENG 272
ENG 275
ENG 280
ENG 285

Humanities, Area II

Choose both:

HUP 101
HUP 210

Humanities, Area III

Choose two in the same language:

*HUF 101-102
HUF 103
*HUI 101-102
*HUK 101-102
HUK 103

*HUS 101-102
HUS 103
HUS 105
HUS 210
HUS 214
&HUS 220
HUS 270

Social Science, Area I

Choose both:

SSH 103-104

Social Science, Area II

Choose any two:

SSA 100
*SSE 101-102
SSP 101
SSY 101

Science and Mathematics, Area I

Choose any two:

*SCB 201-202
*SCC 201-202
*SCC 251-252
*SCP 201-202

Science and Mathematics, Area II

Choose one:

MAT 200
MAT 201
MAT 202
MAT 203

B. **These LaGuardia courses meet Long Island University, Brooklyn Campus, electives**

English

ENG 196
&ENG 197
ENG 212
ENG 214
ENG 215
ENG 216
ENG 217
ENN 198

Humanities

HUA 101
&HUA 102
&HUA 103
&HUA 110
&HUA 120
&HUA 130
&HUA 150
&HUA 160
&HUA 170
&HUA 180
&HUA 195
HUA 200
HUA 201
&HUA 210
HUA 215
&HUA 220
&HUA 230
&HUA 290

HUC 101
HUC 104
HUC 120
HUC 130
HUC 150
HUC 165
HUC 170
HUC 240
HUC 270
HUC 272
HUC 275

HUM 101
HUM 102
HUM 105
HUM 110
HUM 111
HUM 140
HUM 141

HUN 192

&HUM 150
&HUM 151
&HUM 155
&HUM 156
&HUM 160
&HUM 165

HUP 100
HUP 215
HUP 220

&HUM 166
&HUM 180
&HUM 181
&HUM 182
&HUM 201
HUM 210

HUP 230
HUP 240
HUP 250

Mathematics

MAT 103
MAT 104
MAT 107
MAT 110

MAT 120
MAT 121
MAT 130
MAT 132

MAT 204
MAT 210
MAT 230

Natural and Applied Sciences

SCB 101
SCB 160

SCC 101
SCC 140

SCP 140
*SCP 240-241-242

Social Science

SSA 101

SSE 125

SSH 101
SSH 102

SSS 101

*All courses in the sequence must be taken to qualify for transfer credit in the appropriate category. Otherwise, elective credit will be awarded only.

&This course can only be used to fulfill the unrestricted elective requirement at LaGuardia, but it satisfies Long Island University, Brooklyn Campus, electives.

SECTION 3.5

St. John's University
Grand Central and Utopia Parkways
Jamaica, NY 11434

Contact: Joseph A. Ienuso
Assistant to the Director
Transfer Advisor
University Student Recruitment Services

Telephone Number: (718) 990-6114

MAJORS

SCHOOL OF EDUCATION AND HUMAN SERVICES
BACHELOR OF ARTS

Speech Education (K-12)

BACHELOR OF SCIENCE

Elementary Education (N-6)
Elementary Education and Bilingual/Bicultural Education (N-6)
Elementary and Junior High School Education (N-9)
Human Services
Special Education (K-12)

COLLEGE OF PHARMACY AND ALLIED HEALTH PROFESSIONS
BACHELOR OF SCIENCE

Forensic Sciences
Medical Technology
Pathologist's Assistant
Pharmacy
Physician's Assistant
Toxicology

ST. VINCENT'S COLLEGE
BACHELOR OF ARTS

Literature and Speech
Social Science

BACHELOR OF SCIENCE

Athletic Administration
Communication Arts
Computer Science
Criminal Justice
Funeral Service Administration
Health Care Administration
Journalism
Paralegal Studies
Professional Career Photography

COLLEGE OF ARTS AND SCIENCES

BACHELOR OF ARTS

American Studies
Anthropology
Economics
English
Environmental Studies
French
German
Government and Politics
Italian
Mathematics
Philosophy
Psychology
Public Administration and Public Service
Sociology
Spanish
Speech Pathology and Audiology
Theology

BACHELOR OF SCIENCE

Biology
Chemistry
Environmental Studies
Mathematical Physics
Mathematics
Physical Science
Physics

BACHELOR OF FINE ARTS

Commercial Art
Creative Photography
Fine Arts

LaGuardia Community College

Optimal Program of Study: Business Administration Curriculum

In addition to the required curriculum for an A.S. in Business Administration, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Athletic Administration at St. John's University. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at St. John's University. The Course Selection List shows those LaGuardia courses that meet St. John's University's core requirements and free electives.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMM 101 - Introduction to Business	3
AMM 102 - Principles of Finance	3
AMM 103 - Principles of Management	3
AMM 104 - Principles of Marketing	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4

Natural and Applied Sciences

SCB 101 - Topics in Biology (take as liberal arts elective)	3

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II (take as liberal arts elective)	3
SSY 101 - General Psychology (take as liberal arts elective)	3

Liberal Arts 5-6$

14-15 credits are required in this category. Since 3 credits will be taken in Introductory Economics, and 3 credits will be taken in Topics in Biology, and 3 credits will be taken in General Psychology, 5-6 credits remain.

Total Credits 66-67

$See Course Selection List (pp. 49-51) for appropriate choice.

* * *

ST. JOHN'S UNIVERSITY ACCEPTS

44-45 credits toward core requirements
3 credits toward minor
9 credits toward free electives

Total: 54-57 credits

YOU MUST COMPLETE

33-34 credits to meet core requirements
36 credits to meet major requirements

Total: 69-70 credits

Grand Total: 126 credits

LAGUARDIA COMMUNITY COLLEGE/ST. JOHN'S UNIVERSITY

TRANSFER ADVISORY NOTES

1. AMA 110 was not evaluated. Suppose elective credit only. It may not be counted toward the B.S. degree.
2. AMM 101 receives elective credit only. It may not be counted toward the B.S. degree.
3. BDP 100 receives credit for CUS 1031. It may satisfy computer science requirement.
4. Coop Ed. courses receive no credit. They may not be counted toward the B.S. degree
5. MAT 110 receives elective credit only. It may not be counted toward the B.S. degree.
6. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.
7. Basic Skills courses receive no credit. They may not be counted toward the B.S. degree.
8. A minor may require completion of additional credits beyond the minimum necessary for the degree.

COURSE EVALUATION LIST

Business Administration Curriculum

LaGuardia		St. John's University, St. Vincent's College		
		Meets CORE Req'ts.	Meets Major Req'ts.	Meets Free Electives
Accounting/Managerial Studies				
AMA 101-102-103	(6)	3	3	0
AMA 110	(3)	0	0	3
AMM 101	(3)	0	0	3
AMM 102	(3)	3	0	0
AMM 103	(3)	3	0	0
AMM 104	(3)	3	0	0
AMM 110	(3)	3	0	0
Computer Information Systems				
BDP 100	(3)	3	0	0
Cooperative Education				
Internship & Seminar Three credits each (optional for Extended Day students)	(9)	0	0	0
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0

Mathematics				
MAT 110	(3)	0	0	3
MAT 200	(4)	3	0	0
Natural & Applied Sciences				
SCB 101	(3)	3	0	0
Social Science				
SSE 101-102	(6)	6	0	0
SSY 101	(3)	3	0	0
Liberal Arts				
Elective courses	(5-6)	5-6	0	0
Total Credits	(66-67)			

				Total
St. John's Accepts	44-45	3	9 =	56-57
Excess Credits	1	0	9 =	10
				66-67

At least 126 credits are needed for a B.S. in Athletic Administration at St. John's University. By selecting carefully, transferring students from LaGuardia will have to complete 69-70 credits in addition to their Associate's degree (66-67 credits) in order to meet graduation requirements at St. John's University.

LaGuardia Community College

Optimal Program of Study: Business Management Curriculum

In addition to the required curriculum for an A.A.S. in Business Management, the *Optimal Program of Study* includes courses that increase the number of credits accepted for a Bachelor of Science in Security Administration at St. John's University. The *Transfer Advisory Notes* will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at St. John's University. The *Course Selection List* shows those LaGuardia courses that meet St. John's University's core requirements and free electives.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMM 101 - Introduction to Business	3
AMM 103 - Principles of Management	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4

Natural and Applied Sciences

SCB 101 - Topics in Biology (take as liberal arts elective)	3

Social Science

SSE 101 - Introductory Economics I	3
SSE 102 - Introductory Economics II (take as liberal arts elective)	3

Liberal Arts	0-3$

6-9 credits are required in this category. Since 3 credits will be taken in Topics in Biology and 3 credits will be taken in Introductory Economics II, 0-3 credits remain.

Unrestricted Electives	12-15$

12-15 credits are required in this category.

Total Credits	67

$See Course Selection List (pp. 49-51) for appropriate choice.

* * *

ST. JOHN'S UNIVERSITY ACCEPTS

39 credits toward core requirements
9 credits toward minor requirements
9 credits toward free electives

Total: 57 credits

YOU MUST COMPLETE

36 credits to meet core requirements
36 credits to meet major requirements

Total: 72 credits

Grand Total: 129 credits

516

LAGUARDIA COMMUNITY COLLEGE/ST. JOHN'S UNIVERSITY, ST. VINCENT'S COLLEGE

TRANSFER ADVISORY NOTES

1. AMA 110 was not evaluated. Suppose elective credit only. It may not be counted toward the B.S. degree.
2. AMM 101 receives elective credit only. It may not be counted toward the B.S. degree.
3. BDP 100 receives credit for CUS 1031. It may satisfy computer science requirement.
4. Coop Ed. courses receive no credit. They will not be counted toward the B.S. degree.
5. MAT 110 receives elective credit only. It may not be counted toward the B.S. degree.
6. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.
7. Basic Skills courses receive no credit. They will not be counted toward the B.S. degree.
8. A minor may require completion of additional credits, beyond the minimum necessary for the degree.

COURSE EVALUATION LIST

Business Management Curriculum

LaGuardia		St. John's University, St. Vincent's College		
		Meets Core Req'ts.	Meets Minor Req'ts.	Meets Free Electives
Accounting/Managerial Studies				
AMA 101-102-103	(6)	0	6	0
AMA 110	(3)	0	0	3
AMM 101	(3)	0	0	3
AMM 103	(3)	0	3	0
AMM 110	(3)	3	0	0
Computer Information Systems				
BDP 100	(3)	3	0	0
Cooperative Education				
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0	0
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0

Mathematics					
MAT 110	(3)	0	0	3	
MAT 200	(4)	3	0	0	
Natural and Applied Sciences					
SCB 101	(3)	3	0	0	
Social Science					
SSE 101-102	(6)	6	0	0	
Liberal Arts					
Elective courses	(0-3)	0-3	0	0	
Unrestricted Electives					
Elective courses	(12-15)	12-15	0	0	
Total	(67)				
					Total
St. John's Accepts		39	9	9 =	57
Excess Credits		1	0	9 =	10
					67

At least 126 credits are needed for a B.S. in Security Administration at St. John's University. By selecting carefully, transferring students from LaGuardia will have to complete 72 credits in addition to their Associate degree (67 credits) to meet graduation requirements at St. John's University.

LaGuardia Community College

Optimal Program of Study: Computer Science Curriculum

In addition to the required curriculum for an A.S. in Computer Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Computer Science at St. John's University. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at St. John's University. The Course Selection List shows those LaGuardia courses that meet St. John's University's core requirements and free electives.

Accounting/Managerial Studies

AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 101 - Introduction to Computer Science	4
BDP 195 - Structured Programming with COBOL	4
BDP 196 - Basic Assembler Language	5
BDP 210 - PL/1 Programming (take as Computer Information Systems elective)	3
BDP 230 - Operating Systems (take as Computer Information Systems elective)	3
BDP 295 - Computer Architecture	4

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 200 - Precalculus or MAT 204 - Elementary Differential Equations or MAT 210 - Linear Algebra	3-4

MAT 201 - Calculus I	4
MAT 202 - Calculus II	4
MAT 203 - Calculus III	4
MAT 230 - Introduction to Mathematical Structures	4

Social Science

SSI 100 - Introduction to Social Science	3

Liberal Arts 3$

3 credits are required in this category.

Total Credits 67

$See Course Selection List (pp. 49-51) for appropriate choice.

* * *

ST. JOHN'S UNIVERSITY ACCEPTS

21-22 credits toward core requirements
12 credits toward major requirements
22 credits toward free electives

Total: 55-56 credits

YOU MUST COMPLETE

44-45 credits to meet core requirements
24 credits to meet major requirements

2-3 credits to meet free electives

Total: 70-71 credits

Grand Total: 126 credits

LAGUARDIA COMMUNITY COLLEGE/ST. JOHN'S UNIVERSITY, ST. VINCENT'S COLLEGE

TRANSFER ADVISORY NOTES

1. AMM 101 receives credit for MGT 1000. It may be used as free elective toward the B.S. degree.
2. BDP 196 receives elective credit only. It may not be counted toward the B.S. degree.
3. BDP 295 receives elective credit only. It may not be counted toward the B.S. degree.
4. Coop Ed. courses receive no credit. They will not be counted toward the B.S. degree.
5. MAT 230 receives elective credit only. It may not be counted toward the B.S. degree.
6. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.
7. Basic Skills courses receive no credit. They will not be counted toward the B.S. degree.

COURSE EVALUATION LIST

Computer Science Curriculum

LaGuardia		St. John's University. St. Vincent's College		
		Meets Core Req'ts.	Meets Major Req'ts.	Meets Free Electives
Accounting/Managerial Studies				
AMM 101	(3)	0	0	3
Computer Information Systems				
BDP 101	(4)	0	3	0
BDP 195	(4)	0	3	0
BDP 196	(5)	0	0	5
BDP 210	(3)	0	3	0
BDP 230	(3)	0	3	0
BDP 295	(4)	0	0	4
Cooperative Education				
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0	0
English				
ENG 101	(3)	3	0	0
ENG 102	(3)	3	0	0

Mathematics					
MAT 200 or 204 or 210	(3-4)	3-4	0	0	
MAT 201-202-203	(12)	12	0	0	
MAT 230	(4)	0	0	4	
Social Science					
SSI 100	(3)	0	0	3	
Liberal Arts					
Elective course	(3)	0	0	3	
Total Credits	(66-67)				

				Total
St. John's Accepts	21-22	12	22 =	55-56
Excess Credits	0	2	9 =	11
				66-67

At least 126 credits are needed for a B.S. in Computer Science at St. John's University. By selecting carefully, transferring students from LaGuardia will have to complete 70-71 credits in addition to their Associate degree (66-67 credits) to meet graduation requirements at St. John's University.

LaGuardia Community College

Optimal Program of Study: Operations Curriculum

In addition to the required curriculum for an A.A.S. in Operations, the *Optimal Program of Study* includes courses that increase the number of credits accepted for a Bachelor of Science in Computer Science at St. John's University. The *Transfer Advisory Notes* will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at St. John's University. The *Course Selection List* shows those LaGuardia courses that meet St. John's University's core requirements and free electives.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3
BDP 106 - Cobol Programming I	3
BDP 108 - RPG Programming	3
BDP 120 - Assembler Language I	3
BDP 210 - PL/1 Programming (take as Computer Information Systems elective)	3
BDP 230 - Operating Systems	3
BDP 270 - Computer Operations I	3
BDP 275 - Computer Operations II	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4

Social Science	
SSI 100 - Introduction to Social Science	3
Liberal Arts	5$
5 credits are required in this category.	
Unrestricted Electives	6$
6 credits are required in this category.	
Total Credits	66

$See Course Selection List (pp. 49-51) for appropriate choice.

* * *

ST. JOHN'S UNIVERSITY ACCEPTS

20 credits toward core requirements
15 credits toward major requirements
3 credits toward minor requirements
18 credits toward free electives

Total: 56 credits

YOU MUST COMPLETE

46 credits to meet core requirements
21 credits to meet major requirements
3 credits to meet free electives

Total: 70 credits

Grand Total: 126 credits

LAGUARDIA COMMUNITY COLLEGE/ST. JOHN'S UNIVERSITY, ST. VINCENT'S COLLEGE

TRANSFER ADVISORY NOTES

1. AMM 101 receives elective credit only. It may not be counted toward the B.S. degree.
2. BDP 100 receives credit for CUS 1031. CUS 1031 does not satisfy major area requirements. It may be used as a free elective toward the B.S. degree.
3. BDP 270 receives elective credit only. It may not be counted toward the B.S. degree.
4. BDP 275 receives elective credit only. It may not be counted toward the B.S. degree.
5. Coop Ed. courses receive no credit. They will not be counted toward the B.S. degree.
6. MAT 110 receives elective credit only. It may not be counted toward the B.S. degree.
7. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.
8. Basic Skills courses receive no credit. They will not be counted toward the B.S. degree.
9. A minor may require completion of additional credits, beyond the minimum necessary for the degree.

COURSE EVALUATION LIST
Operations Curriculum

LaGuardia		St. John's University, St. Vincent's College			
		Meets Core Req'ts.	Meets Major Req'ts.	Meets Minor Req'ts.	Meets Free Electives
Accounting/Managerial Studies					
AMA 101-102	(4)	0	0	3	0
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 100	(3)	0	0	0	3
BDP 106	(3)	0	3	0	0
BDP 108	(3)	0	3	0	0
BDP 120	(3)	0	3	0	0
BDP 210	(3)	0	3	0	0
BDP 230	(3)	0	3	0	0
BDP 270	(3)	0	0	0	3
BDP 275	(3)	0	0	0	3
Cooperative Education					
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0	0	0
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0

Mathematics							
MAT 110	(3)	0	0	0	3		
MAT 200	(4)	3	0	0	0		
Social Science							
SSI 100	(3)	0	0	0	3		
Liberal Arts							
Elective courses	(5)	5	0	0	0		
Unrestricted Electives							
Elective courses	(6)	6	0	0	0		
							Total
St. John's Accepts		20	15	3	18	=	56
Excess Credits		1	0	1	9	=	11
							67

At least 126 credits are needed for a B.S. in Computer Science at St. John's University. By selecting carefully, transferring students from LaGuardia will have to complete 70 credits in addition to their Associate degree (66-67 credits) to meet graduation requirements at St. John's University.

LaGuardia Community College

Optimal Program of Study: Programming Curriculum

In addition to the required curriculum for an A.A.S. in Programming, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Computer Science at St. John's University. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at St. John's University. The Course Selection List shows those LaGuardia courses that meet St. John's University's core requirements and free electives.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMM 101 - Introduction to Business	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3
BDP 106 - Cobol Programming I	3
BDP 110 - Systems Analysis and Design	3
BDP 120 - Assembler Language I	3
BDP 121 - Assembler Language II	3
BDP 200 - Cobol Programming II	3
BDP 210 - PL/1 Programming (take as Computer Information Systems elective)	3
BDP 230 - Operating Systems	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

Mathematics

MAT 110 - Algebra	3
MAT 200 - Precalculus	4

Social Science

SSI 100 - Introduction to Social Science	3
Liberal Arts	5$

5 credits are required in this category.

Unrestricted Electives	6$

6 credits are required in this category.

Total Credits	67

$See Course Selection List (pp. 49-51) for appropriate choice.

* * *

ST. JOHN'S UNIVERSITY ACCEPTS

20 credits toward core requirements
15 credits toward major requirements
3 credits toward minor requirements
18 credits toward free electives

Total: 56 credits

YOU MUST COMPLETE

46 credits to meet core requirements
21 credits to meet major requirements
3 credits to meet free electives

Total: 70 credits

Grand Total: 126 credits

534

LAGUARDIA COMMUNITY COLLEGE/ST. JOHN'S UNIVERSITY, ST. VINCENT'S COLLEGE

TRANSFER ADVISORY NOTES

1. AMM 101 receives credit for MGT 1000. It may be used as a free elective toward the B.S. degree.
2. BDP 100 receives credit for CUS 1031. CUS 1031 does not satisfy major area requirements. It may be used as a free elective toward the B.S. degree.
3. BDP 110 receives elective credit only. It may not be counted toward the B.S. degree.
4. BDP 200 receives elective credit only. It may not be counted toward the B.S. degree.
5. Coop Ed. courses receive elective credit only. They will not be counted toward the B.S. degree.
6. MAT 110 receives elective credit only. It may not be counted toward the B.S. degree.
7. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.
8. Basic Skills courses receive no credit. They will not be counted toward the B.S. degree.
9. A minor may require completion of additional credits, beyond the minimum necesary for the degree.

COURSE EVALUATION LIST
Programming Curriculum

LaGuardia		St. John's University, St. Vincent's College			
		Meets Core Req'ts.	Meets Major Req'ts.	Meets Minor Req'ts.	Meets Free Electives
Accounting/Managerial Studies					
AMA 101-102	(4)	0	0	3	0
AMM 101	(3)	0	0	0	3
Computer Information Systems					
BDP 100	(3)	0	0	0	3
BDP 106	(3)	0	3	0	0
BDP 110	(3)	0	0	0	3
BDP 120	(3)	0	3	0	0
BDP 121	(3)	0	3	0	0
BDP 200	(3)	0	0	0	3
BDP 210	(3)	0	3	0	0
BDP 230	(3)	0	3	0	0
Cooperative Education					
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0	0	0
English					
ENG 101	(3)	3	0	0	0
ENG 102	(3)	3	0	0	0

Mathematics					
MAT 110	(3)	0	0	0	3
MAT 200	(4)	3	0	0	0
Social Science					
SSI 100	(3)	0	0	0	3
Liberal Arts					
Elective courses	(5)	5	0	0	0
Unrestricted Electives					
Elective courses	(6)	6	0	0	0
Total	(67)				

					Total
St. John's Accepts	20	15	3	18 =	56
Excess Credits	1	0	1	9 =	11

					67

At least 126 credits are needed for a B.S. in Computer Science at St. John's University. By selecting carefully, transferring students from LaGuardia will have to complete 70 credits in addition to the Associate degree (66-67 credits) to meet graduation requirements at St. John's University.

LaGuardia Community College

Optimal Program of Study: Liberal Arts Curriculum

In addition to the required curriculum for an A.A. in Liberal Arts, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Arts at St. John's University. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at St. John's University. The Course Selection List shows those LaGuardia courses that meet St. John's University's core and major requirements and free electives.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3
ENG 103 - The Research Paper	2

English/Humanities

One English elective	3$
One Humanities elective	3$
One English or Humanities elective	3$

Liberal Arts

LIB 200 - Humanism and Technology	3
Two or three electives from English, Humanities, Math, Natural and Applied Sciences, or Social Science	7$

Social Science

SSI 100 - Introduction to Social Science	3
Two Social Science electives	6$

Unrestricted Electives 12$

12 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 49-51) for appropriate choice.

* * *

ST. JOHN'S UNIVERSITY ACCEPTS

57-66 credits toward core requirements
0-9 credits toward free electives

Total: 57-66 credits

YOU MUST COMPLETE

32-52 credits to meet major requirements
12 credits to meet core requirements

Total: 64 credits

Grand Total: 126 credits

LAGUARDIA COMMUNITY COLLEGE/ST. JOHN'S UNIVERSITY, COLLEGE OF LIBERAL ARTS AND SCIENCES

TRANSFER ADVISORY NOTES

1. Students who earn an A.A. degree have satisfied core requirements for the B.A. degree and will have to complete an additional 64 credits for their baccalaureate.
2. Coop Ed. courses receive no credit. They will not be counted toward the B.A. degree.
3. Basic Skills courses receive no credit. They will not be counted toward the B.A. degree.
4. Applied health and secretarial science courses receive no credit. They will not be counted toward the B.A. degree.

COURSE EVALUATION LIST
Liberal Arts Curriculum

LaGuardia		St. John's University, College of Arts & Sciences	
		Meets Core Req'ts.	Meets Free Electives
Cooperative Education			
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0
English			
ENG 101	(3)	3	0
ENG 102	(3)	3	0
ENG 103	(2)	0	2
English/Humanities			
ENG elective	(3)	3	0
HUM elective	(3)	3	0
ENG/HUM elective	(3)	3	0
Liberal Arts			
LIB 200	(3)	3	0
Elective courses	(7)	7	0

Mathematics/Natural and Applied Sciences			
MAT elective	(3-4)	3-4	0
NAS elective	(3)	3	0
Math or NAS elective	(3)	3-4	0
Social Science			
SSI 100	(3)	0	3
Elective courses	(6)	6	0
Unrestricted Electives			
Elective courses	(12)	12	0
Total Credits	(66)		

			Total
St. John's Accepts	52	5 =	57
Excess Credits	0	9 =	9

			66

At least 126 credits are needed for the B.A. at St. John's University. By selecting carefully, transferring students from LaGuardia will have to complete 64 credits in addition to their Associate degree (66 credits) to meet graduation requirements at St. John's University.

LaGuardia Community College

Optimal Program of Study: Liberal Arts and Science Curriculum

In addition to the required curriculum for an A.S. in Liberal Arts and Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science at St. John's University. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at St. John's University. The Course Selection List shows those LaGuardia courses that meet St. John's University's core and major requirements and free electives.

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3

English/Humanities

Two English/Humanities electives	6$

Liberal Arts

LIB 200 - Humanism and Technology	3

Mathematics

One Math elective	3-4$
One Natural and Applied Sciences elective	3$
Seven Math/Natural and Applied Sciences electives	21$

Social Science

SSI 100 - Introduction to Social Science	3
Two Social Science electives	6$

Unrestricted Electives 6$

6 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 49-51) for appropriate choice.

* * *

ST. JOHN'S UNIVERSITY ACCEPTS

57-58 credits toward core requirements
0-9 credits toward free electives

Total: 66-67 credits

YOU MUST COMPLETE

32-52 credits toward major requirements
12 credits toward core requirements

Total: 64 credits

Grand Total: 126 credits

545

LAGUARDIA/ST. JOHN'S UNIVERSITY, COLLEGE OF LIBERAL ARTS AND SCIENCES

TRANSFER ADVISORY NOTES

1. Students who earn an A.S. degree have satisfied core requirements for the B.S. degree and will have to complete an additional 64 credits for their baccalaureate.

2. Coop Ed. courses receive no credit. They will not be counted toward the B.S. degree.

3. Basic Skills courses receive no credit. They will not be counted toward the B.S. degree.

4. Applied health and secretarial science courses receive no credit. They will not be counted toward the B.S. degree.

COURSE EVALUATION LIST
Liberal Arts and Science Curriculum

LaGuardia		St. John's University, College of Liberal Arts and Sciences	
		Meets Core Req'ts.	Meets Free Electives
Cooperative Education			
Internship & Seminar 3 credits each (optional for Extended Day students)	(9)	0	0
English			
ENG 101	(3)	3	0
ENG 102	(3)	3	0
English/Humanities			
ENG/HUM electives	(6)	6	0
Liberal Arts			
LIB 200	(3)	3	0

Mathematics/Natural and Applied Sciences			
MAT elective	(3-4)	3-4	0
NAS elective	(3)	3	0
MAT/NAS electives	(21)	21	0
Social Science			
SSI 100	(3)	0	3
Social Science electives	(6)	6	0
Unrestricted Electives			
Elective courses	(6)	6	0
Total	(66-67)		

			Total
St. John's Accepts	54-55	3 =	57-58
Excess Credits	0	9 =	9

			66-67

At least 126 credits are needed for the B.S. at St. John's University. By selecting carefully, transferring students from LaGuardia will have to complete 64 credits in addition to their Associate degree (66-67 credits) to meet graduation requirements at St. John's University.

LaGuardia Community College

Optimal Program of Study: Mental Health Curriculum

In addition to the required curriculum for an A.A. in Mental Health, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Human Services at St. John's University. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at St. John's University. The Course Selection List shows those LaGuardia courses that meet St. John's University's core requirements and free electives.

Cooperative Education

Two half time internships and two full time internships (optional for Extended Day students)	9

English

ENG 101 - Composition I	3

English/Humanities

One ENG or HUM elective	4$

Human Services

HSC 101 - Orientation to Human Services	3
HSC 102 - Principles of Human Relations	3
HSC 130 - Activities for Human Services Settings	3
HSC 135 - Human Services Roles and Systems	3
HSM 120 - Survey of Psychological Treatment Approaches	3
HSN 103 - Community Dynamics: Impact on Human Services	3

Mathematics/Natural and Applied Sciences

SCB 101 - Topics in Biology	3
MAT or NAS elective	3$

Social Science

SSI 100 - Introduction to Social Science	3
SSY 101 - General Psychology	3
SSY 240 - Developmental Psychology I: Childhood	3
SSY 260 - Group Dynamics: Small Group Processes	3

Liberal Arts 12$

12 credits are required in this category.

Unrestricted Electives 3$

3 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 49-51) for appropriate choice.

* * *

ST. JOHN'S UNIVERSITY ACCEPTS

30 credits toward core requirements
6 credits toward major requirements
21 credits toward free electives

Total: 57 credits

YOU MUST COMPLETE

17- 18 credits to meet core requirements
50 credits to meet major requirements
3 credits to meet minor requirements

Total: 70- 71 credits

Grand Total: 127-128 credits

550

LAGUARDIA COMMUNITY COLLEGE/ST. JOHN'S UNIVERSITY, SCHOOL OF EDUCATION AND HUMAN SERVICES

TRANSFER ADVISORY NOTES

1. Coop Ed. courses receive no credit. They will not be counted toward the B.S. degree.

2. HSC 102 receives elective credit only. It may not be counted toward the B.S. degree.

3. HSC 130 receives elective credit only. It may not be counted toward the B.S. degree.

4. HSC 135 receives elective credit only. It may not be counted toward the B.S. degree.

5. HSM 120 receives elective credit only. It may not be counted toward the B.S. degree.

6. HSN 103 receives elective credit only. It may not be counted toward the B.S. degree.

7. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.

8. SSY 260 receives elective credit only. It may not be counted toward the B.S. degree.

9. Basic Skills courses receive no credit. They will not be counted toward the B.S. degree.

COURSE EVALUATION LIST
Mental Health Curriculum

LaGuardia		**St. John's University, School of Education and Human Services**		
		Meets Core Req'ts.	**Meets Major Req'ts.**	**Meets Free Electives**
Cooperative Education				
Internship & Seminar Two half time and two full time internships	(9)	0	0	0
English				
ENG 101	(3)	3	0	0
English/Humanities				
ENG or HUM elective	(3)	3	0	0
Human Services				
HSC 101	(3)	0	3	0
HSC 102	(3)	0	0	3
HSC 130	(3)	0	0	3
HSC 135	(3)	0	0	3
HSM 120	(3)	0	0	3
HSN 103	(3)	0	0	3

Mathematics/Natural and Applied Sciences				
SCB 101	(3)	3	0	0
MAT or NAS elective	(3)	3	0	0
Social Science				
SSI 100	(3)	0	0	3
SSY 101	(3)	3	0	0
SSY 240	(3)	0	3	0
SSY 260	(3)	0	0	3
Liberal Arts				
Elective courses	(12)	12	0	0
Unrestricted Electives				
Elective course	(3)	3	0	0
Total Credits	(66)			

					Total
St. John's Accepts	30	6	21	=	57
Excess Credits	0	0	9	=	9

					66

At least 127-128 credits are needed for the B.S. in Human Services at St. John's University. By selecting carefully, transferring students from LaGuardia will have to complete 70-71 credits in addition to their Associate degree (66 credits) to meet graduation requirements at St. John's University.

LaGuardia Community College

Optimal Program of Study: Mortuary Science Curriculum

In addition to the required curriculum for an A.A.S. in Mortuary Science, the *Optimal Program of Study* includes courses that increase the number of credits accepted for a Bachelor of Science in Funeral Service Administration at St. John's University. The *Transfer Advisory Notes* will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at St. John's University. The *Course Selection List* shows those LaGuardia courses that meet St. John's University's core requirements and free electives.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II (take as unrestricted elective)	2
AMA 103 - Principles of Accounting III (take as unrestricted elective)	2
AMM 150 - Small Business Management	3

English

ENG 101 - Composition I	3

Humanities

HUC 101 - Oral Communication	3

Mathematics

MAT 099 - Basic Mathematics II	1

Natural and Applied Sciences

SCB 201 - Fundamentals of Biology I	4
SCB 202 - Fundamentals of Biology II	4
SCC 140 - Biological Chemistry	3

Social Science

SSI 100 - Introduction to Social Science	3
SSY 101 - General Psychology	3

Courses taken at American Academy, McAllister Institute of Funeral Service

Anatomy 41, 42, 43, 44	8
Chemistry 41, 42, 43, 44	4
Embalming 41, 42, 43, 44	5
Funeral Service Principles 41, 42, 43, 44	5
Law 31, 32, 33	3
Microbiology 21, 22	4
Pathology 23, 24	4
Psychology 23, 24	4
Public Health	1
Restorative Art 31, 32, 33	4
Total Credits	66

* * *

ST. JOHN'S ACCEPTS

9 credits toward core requirements
42 credits toward major requirements
6 credits toward minor requirments
17 credits toward free electives

Total: 74 credits

YOU MUST COMPLETE

39 credits to meet core requirements
12 credits to meet minor requirements
1 credit to meet free electives

Total: 52 credits

Grand Total: 126 credits

LAGUARDIA COMMUNITY COLLEGE/ST. JOHN'S UNIVERSITY, ST. VINCENT'S COLLEGE

TRANSFER ADVISORY NOTES

1. Students must take AMA 101-102-103 to receive credit for ACC 1005-1006. Otherwise, AMA 101 receives elective credit only. It may not be counted toward the B.S. degree.

2. AMM 150 is equivalent to MGT 1006. It may satisfy core requirements.

3. HUC 101 receives elective credit only. It may not be counted toward the B.S. degree.

4. MAT 099 receives no credit. It will not be counted toward the B.S. degree.

5. SCB 201-202 receive elective credit only. They may not be counted toward the B.S. degree.

6. SCC 140 receives elective credit only. It may not be counted toward the B.S. degree.

7. SSI 100 receives elective credit only. It may not be counted toward the B.S. degree.

8. St. John's awards 42 credits for successful completion of the Standard Diploma Program at American Academy, McAllister Institute of Funeral Service.

9. Basic Skills courses receive no credit. They will not be counted toward the B.S. degree.

10. Students are required to complete a minimum of 63 credits in the liberal arts and sciences.

COURSE EVALUATION LIST
Mortuary Science Curriculum

LaGuardia		St. John's University, St. Vincent's College			
		Meets Core Req'ts.	Meets Major Req'ts.	Meets Minor Req'ts.	Meets Free Electives
Accounting/Managerial Studies					
AMA 101-102-103	(6)	0	0	6	0
AMM 150	(3)	3	0	0	0
English					
ENG 101	(3)	3	0	0	0
Humanities					
HUC 101	(3)	0	0	0	3
Mathematics					
MAT 099	(1)	0	0	0	0
Natural and Applied Sciences					
SCB 201-202	(8)	0	0	0	8
SCC 140	(3)	0	0	0	3

Social Science					
SSI 100	(3)	0	0	0	3
SSY 101	(3)	3	0	0	0
American Academy, McAllister Institute					
Required courses	(42)	0	42	0	0
Total Credits	(66)				

						Total
St. John's Accepts	9	42	6	17	=	74
Excess Credits	0	0	0	1	=	1
						75

At least 126 credits are needed for a B.S. in Funeral Service Administration at St. John's University. By selecting carefully, transferring students from LaGuardia will have to complete 52 credits in addition to their Associate degree (66 credits) to meet graduation requirements at St. John's University.

COURSE SELECTION LIST

to maximize transfer to St. John's University, St. Vincent's College

A. These LaGuardia courses meet St. John's University, St. Vincent's College's core requirements

English

ENG 215
ENG 250

ENN 198

ENG 260
ENG 266

ENG 272

Humanities

HUC 104
HUC 106
HUC 110
HUC 120

HUC 210
HUC 270
HUC 272

HUP 101
HUP 210
HUP 220
HUP 230

Natural and Applied Sciences

SCB 101

SCC 101

SCH 150

SCP 101
*SCP 201-202

Social Science

SSA 101

SSY 101
SSY 200
SSY 230
SSY 240
SSY 241
SSY 250

SSE 101
SSE 102
SSE 110

SSH 101
SSH 102
SSH 103
SSH 104

SSN 188

SSS 101

B. These LaGuardia courses meet St. John's University, St. Vincent's College's elective category

English

ENG 203
ENG 225
ENG 240

ENG 243
ENG 245
ENG 247

ENG 265
ENG 268
ENG 269

ENG 270
ENG 275
ENG 280
ENG 285

ENN 195

Humanities

HUA 101
&HUA 102
&HUA 103
&HUA 110
&HUA 120
&HUA 130
&HUA 150
&HUA 160
&HUA 170
&HUA 180
&HUA 195
HUA 200
HUA 201
&HUA 210
&HUA 220
&HUA 230
&HUA 290

HUC 101
HUC 130
HUC 150
HUC 170
HUC 180
HUC 190
&HUC 195
HUC 275

*HUF 101-102
HUF 103

*HUI 101-102

*HUK 101-102
*HUK 103

HUM 101
HUM 102
HUM 105
HUM 110
&HUM 111
HUM 140
HUM 141
&HUM 150
&HUM 151
&HUM 155
&HUM 156
&HUM 160
&HUM 165
&HUM 166
&HUM 180
&HUM 181
&HUM 182
HUM 210

HUN 192
HUN 194
HUN 245

HUP 215
HUP 240

*HUS 101-102
HUS 103
HUS 105
HUS 200
HUS 201
HUS 204
HUS 210
&HUS 220
HUS 270

Library

&LRC 101

Mathematics

MAT 103
MAT 104
MAT 107
MAT 110
MAT 120
MAT 121
MAT 130
MAT 132
MAT 230

Natural and Applied Sciences

HSC 101
HSC 102
HSC 180
HSC 181
HSC 182
HSE 105
&HSE 109
HSG 150
HSM 120
HSN 103

SCB 105
*SCB 201-202
*SCB 203-204
SCB 250
SCB 260
SCC 140
*SCC 201-202
*SCC 251-252
SCH 101
SCH 111
SCH 210

SCP 120
SCP 140
*SCP 240-241-242
SCS 100
SCS 101
SCS 111

Social Science

SSA 100
SSA 105
SSA 245
SSE 125
SSH 210
SSH 220
SSH 231
SSH 240
SSH 260
SSI 100
SSI 210
SSI 220
SSI 240
SSN 189
SSN 192
SSN 193
SSN 194
SSN 195
SSN 196
SSN 198
SSN 199

SSP 101
SSP 200
SSP 230
SSP 240
SSP 245
SSY 260
SSY 280
SSY 290

*All courses in the sequence must be taken to qualify for transfer credit in the appropriate category. Otherwise elective credit will be awarded only.

&This course can only be used to fulfill the unrestricted elective requirement at LaGuardia, but it fulfills St. John's University, St. Vincent's College's liberal arts requirement.

SECTION 3.6

The College of Insurance
One Insurance Plaza
101 Murray Street
New York, NY 10007

Contact: Camille Lazar
Assistant Vice President
for Academic Affairs

Hal Schaffer
Director of Enrollment Management

Telephone Number: (212) 962-4111

MAJORS:

BACHELOR OF BUSINESS ADMINISTRATION

Insurance Management
Actuarial Science

LaGuardia Community College

Optimal Program of Study: Business Administration Curriculum

In addition to the required curriculum for an A.S. in Business Administration, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Business Administration in Insurance Management at The College of Insurance. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at The College of Insurance. The Course Selection List shows those LaGuardia courses that meet The College of Insurance's liberal arts requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMM 101 - Introduction to Business	3
AMM 102 - Introduction to Finance	3
AMM 103 - Principles of Management	3
AMM 104 - Principles of Marketing	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 102 - Composition II	3
ENG 103 - The Research Paper (take as liberal arts elective)	2

Mathematics

MAT 110 - Algebra	3
MAT 120 - Elementary Statistics I	3
MAT 121 - Elementary Statistics II (take as liberal arts elective)	3

Social Science

SSE 101 - Introductory Economics I	3

Liberal Arts Electives	9-10$

14-15 credits are required in this category. Since 3 credits will be taken in Elementary Statistics II and 2 credits will be taken in The Research Paper. 9-10 credits remain.

Total Credits	66

$See Course Selection List (pp. 22-24) for appropriate choice.

* * *

THE COLLEGE OF INSURANCE ACCEPTS

21 credits toward business administration requirements
21 credits toward liberal arts requirements
6 credits toward liberal arts electives

Total: 48 credits

YOU MUST COMPLETE

6 credits to meet business administration requirements
25 credits to meet insurance requirements
16 credits to meet business administration/insurance electives
27 credits to meet liberal arts requirements
6 credits to meet liberal arts electives

Total: 80 credits

LAGUARDIA COMMUNITY COLLEGE/THE COLLEGE OF INSURANCE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ACC 201-202.
2. AMA 110 was not evaluated. Suppose elective credit only.
3. AMM 101 receives no credit. It may not be counted toward the B.B.A. degree.
4. Coop Ed courses receive no credit. They may not be counted toward the B.B.A. degree.
5. MAT 110 receives no credit. It may not be counted toward the B.B.A. degree.
6. The College of Insurance does not accept courses in which students have earned a grade of D.
7. Basic Skills courses receive no credit. They may not be counted toward the B.B.A. degree.
8. To be eligible for admission, a student must present a minimum GPA of 2.5.

COURSE EVALUATION

Business Administration Curriculum

LaGuardia		The College of Insurance Meets Bus.Adm. Req'ts.	Meets Bus/Ins. Elec.	Meets L.A. Req'ts.	Meets L.A. Elec.
Accounting/Managerial Studies					
AMA 101-102-103	(6)	6	0	0	0
AMA 110	(3)	0	0	0	0
AMM 101	(3)	0	0	0	0
AMM 102	(3)	3	0	0	0
AMM 103	(3)	3	0	0	0
AMM 104	(3)	3	0	0	0
AMM 110	(3)	3	0	0	0
Computer Information Systems					
BDP 100	(3)	3	0	0	0
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0
English					
ENG 101	(3)	0	0	3	0
ENG 102	(3)	0	0	0	3
[illegible]G 103	(2)	[illegible]	0	2	0

							Total
Mathematics							
MAT 110	(3)	0	0	0	0		
MAT 120	(3)	0	0	0	3		
MAT 121	(3)	0	0	3	0		
Social Science							
SSE 101	(3)	0	0	3	0		
Liberal Arts							
Urban Study course	(3)	0	0	3	0		
Elective courses	(7)	0	0	7	0		
Total Credits	(66)						
The College of Insurance Accepts		21	0	21	6	=	48
Excess Credits		0	0	0	18	=	18

							66

At least 128 credits are needed for the B.B.A. at The College of Insurance. By selecting carefully, transferring students from LaGuardia will have to complete 80 credits in addition to their Associate degree (66 credits) to meet graduation requirements at The College of Insurance.

LaGuardia Community College

Optimal Program of Study: Business Management Curriculum

In addition to the required curriculum for an A.S. in Business Management, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Business Administration in Insurance Management at The College of Insurance. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at The College of Insurance. The Course Selection List shows those LaGuardia courses that meet The College of Insurance's liberal arts requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMM 101 - Introduction to Business	3
AMM 103 - Principles of Management	3
AMM 110 - Business Law I	3

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 103 - The Research Paper (take as liberal arts elective)	2
ENG 112 - Writing for Business	3

Mathematics

MAT 110 - Algebra	3
MAT 120 - Elementary Statistics I	3
MAT 121 - Elementary Statistics II (take as liberal arts elective)	3

Social Science

SSE 101 - Introductory Economics I 3

Liberal Arts Electives 1-4$

6-9 credits are required in this category. Since 2 credits will be taken in The Research Paper and 3 credits will be taken in Elementary Statistics II, 1-4 credits remain.

Unrestricted Electives 12-15$

12-15 credits are required in this category.

Total Credits 66

$See Course Selection List (pp. 22-24) for appropriate choice.

* * *

THE COLLEGE OF INSURANCE ACCEPTS

15 credits toward business administration requirements
27 credits toward liberal arts requirements
6 credits toward liberal arts electives

Total: 48 credits

YOU MUST COMPLETE

12 credits to meet business administration requirements
25 credits to meet insurance requirements
16 credits to meet business administration/insurance electives
21 credits to meet liberal arts requirements
6 credits to meet liberal arts electives

Total: 80 credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/THE COLLEGE OF INSURANCE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ACC 201-202.
2. AMA 110 was not evaluated. Suppose elective credit only.
3. AMM 101 receives no credit. It may not be counted toward the B.B.A. degree.
4. Coop Ed. courses receive no credit. They may not be counted toward the B.B.A. degree.
5. MAT 110 receives no credit. It may not be counted toward the B.B.A. degree.
6. The College of Insurance does not accept courses in which students have earned a grade of D.
7. Basic Skills courses receive no credit. They may not be counted toward the B.B.A. degree.
8. To be eligible for admission, a student must present a minimum GPA of 2.5.

COURSE EVALUATION

Business Management Curriculum

LaGuardia		The College of Insurance Meets Bus.Adm. Req'ts.	Meets Bus/Ins. Elec.	Meets L.A. Req'ts.	Meets L.A. Elec.
Accounting/Managerial Studies					
AMA 101-102-103	(6)	6	0	0	0
AMA 110	(3)	0	0	0	0
AMM 101	(3)	0	0	0	0
AMM 103	(3)	3	0	0	0
AMM 110	(3)	3	0	0	0
Computer Information Systems					
BDP 100	(3)	3	0	0	0
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0
English					
ENG 101	(3)	0	0	3	0
ENG 103	(2)	0	0	2	0
ENG 112	(3)	0	0	0	3

Math							
MAT 110	(3)	0	0	0	0		
MAT 120	(3)	0	0	0	3		
MAT 121	(3)	0	0	3	0		
Social Science							
SSE 101	(3)	0	0	3	0		
Liberal Arts							
Elective course(s)	(1-4)	0	0	1-4	0		
Unrestricted Electives							
Urban Study course	(3)	0	0	3	0		
Elective courses	(9-12)	0	0	9-12	0		
Total Credits	(66)						
							Total
The College of Insurance Accepts		15	0	27	6	=	48
Excess Credits		0	0	0	18	=	18
							66

At least 128 credits are needed for the B.B.A. at The College of Insurance. By selecting carefully, transferring students from LaGuardia will have to complete 80 credits in addition to their Associate degree (66 credits) to meet graduation requirements at The College of Insurance.

LaGuardia Community College

Optimal Program of Study: Credit Management Curriculum

In addition to the required curriculum for an A.A.S. in Credit Management, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Business Administration in Insurance Management at The College of Insurance. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at The College of Insurance. The Course Selection List shows those LaGuardia courses that meet The College of Insurance's liberal arts requirements.

Accounting/Managerial Studies

AMA 101 - Principles of Accounting I	2
AMA 102 - Principles of Accounting II	2
AMA 103 - Principles of Accounting III	2
AMA 110 - Accounting Applications for the Microcomputer	3
AMM 101 - Introduction to Business	3
AMM 103 - Principles of Management	3
AMM 105 - Principles of Insurance	3
AMM 110 - Business Law I	3
@CAS 105 - Casualty Insurance Contracts	4
@PRO 105 - Property Insurance Contracts	4

Computer Information Systems

BDP 100 - Introduction to Data Processing	3

Cooperative Education

Three internships, three credits each (optional for Extended Day students)	9

English

ENG 101 - Composition I	3
ENG 103 - The Research Paper (take as liberal arts elective)	2
ENG 112 - Writing for Business	3

@Taken at The College of Insurance during internship quarter

Mathematics

MAT 110 - Algebra	3
MAT 120 - Elementary Statistics I	3
MAT 121 - Elementary Statistics II (take as liberal arts elective)	3

Social Science

SSE 101 - Introductory Economics	3

Liberal Arts Electives 4$

9 credits are required in this category. Since 2 credits will be taken in The Research Paper and 3 credits will be taken in Elementary Statistics II, 4 credits remain.

Unrestricted Electives 3$

3 credits are required in this category.

Total Credits 68

$See Course Selection List (pp. 22-24) for appropriate choice.

* * *

THE COLLEGE OF INSURANCE ACCEPTS

17	credits toward business administration requirements
8	credits toward insurance requirements
18	credits toward liberal arts requirements
6	credits toward liberal arts electives
Total: 49	credits

YOU MUST COMPLETE

10	credits to meet business administration requirements
17	credits to meet insurance requirements
30	credits to meet liberal arts requirements
6	credits to meet liberal arts electives
16	credits to meet business administration/insurance electives
Total: 79	credits

Grand Total: 128 credits

LAGUARDIA COMMUNITY COLLEGE/THE COLLEGE OF INSURANCE

TRANSFER ADVISORY NOTES

1. Students must complete AMA 101-102-103 to receive credit for ACC 201-202.
2. AMA 110 was not evaluated. Suppose elective credit only.
3. AMM 101 receives no credit. It may not be counted toward the B.B.A. degree.
4. Coop Ed. courses receive no credit. They may not be counted toward the B.B.A. degree.
5. MAT 110 receives no credit. It may not be counted toward the B.B.A. degree.
6. The College of Insurance does not accept courses in which students have earned a grade of D.
7. Basic Skills courses receive no credit. They may not be counted toward the B.B.A. degree.
8. To be eligible for admission, a student must present a minimum GPA of 2.5.

COURSE EVALUATION

Credit Management Curriculum

LaGuardia		The College of Insurance			
		Meets Bus.Adm. Req'ts.	Meets Bus/Ins. Elec.	Meets L.A. Req't.	Meets L.A. Elec.
Accounting/Managerial Studies Required					
AMA 101-102-103	(6)	6	0	0	0
AMA 110	(3)	0	0	0	0
AMM 101	(3)	0	0	0	0
AMM 103	(3)	3	0	0	0
AMM 105	(3)	2	0	0	0
AMM 110	(3)	3	0	0	0
CAS 105	(4)	4	0	0	0
PRO 105	(4)	4	0	0	0
Computer Information Systems					
BDP 100	(3)	3	0	0	0
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0
English					
ENG 101	(3)	0	0	3	0
ENG 103	(2)	0	0	2	0
ENG 112	(3)	0	0	0	3

Mathematics							
MAT 110	(3)	0	0	0	0		
MAT 120	(3)	0	0	0	3		
MAT 121	(3)	0	0	3	0		
Liberal Arts							
Elective courses	(4)	0	0	4	0		
Unrestricted Electives							
Urban Study course	(3)	0	0	3	0		
Total Credits	(68)						
							Total
College of Insurance Accepts		25	0	18	6	=	49
Excess Credit		1	0	0	18	=	19
							----- 68

At least 128 credits are needed for the B.B.A. at The College of Insurance. By selecting carefully, transferring students from LaGuardia will have to complete 79 credits in addition to their Associate degree (66 credits) to meet graduation requirements at The College of Insurance.

LaGuardia Community College

Optimal Program of Study: Liberal Arts and Science Curriculum

In addition to the required curriculum for an A.S. in Liberal Arts and Science, the Optimal Program of Study includes courses that increase the number of credits accepted for a Bachelor of Science in Actuarial Science at The College of Insurance. The Transfer Advisory Notes will alert you to the transferability of certain courses and to special conditions that must be met in order to be admitted as a junior at The College of Insurance. The Course Selection List shows those LaGuardia courses that meet The College of Insurance's liberal arts requirements.

Accounting/Managerial Studies	
*Elective courses	6
Computer Information Systems	
*Elective course	3
Cooperative Education	
Three internships, three credits each (optional for Extended Day students)	9
English	
ENG 101 - Composition I	3
ENG 102 - Composition II	3
ENG 103 - The Research Paper (take as unrestricted elective)	2
English/Humanities	
Two English or Humanities electives (one must be an Urban Study course)	6
Liberal Arts	
LIB 200 - Humanism and Technology	3

*Choose this course in consultation with your advisor.

Mathematics

MAT 201 - Calculus I	4
MAT 202 - Calculus II	4
MAT 203 - Calculus III	4
MAT 204 - Elementary Differential Equations	4
MAT 210 - Linear Algebra	3

Natural and Applied Sciences

SCS 101 - History of Science (take as unrestricted elective)	3

Social Science

SSI 100 - Introduction to Social Science	3
SSE 100 - Introductory Economics I	3
SSE 102 - Introductory Economics II	3

Unrestricted Electives	0

5-6 credits are required in this category. Since 2 credits will be taken in The Research Paper, and 3 credits will be taken in History of Science, 0 credits remain.

Total Credits	66

* * *

THE COLLEGE OF INSURANCE ACCEPTS

12 credits toward actuarial science requirements
9 credits toward business administration requirements
18 credits toward liberal arts requirements
18 credits toward liberal arts electives

Total: 57 credits

YOU MUST COMPLETE

26 credits to meet actuarial science requirements
12 credits to meet business administration requirements
19-20 credits to meet insurance requirements
3 credits to meet liberal arts requirements
3 credits to meet business administration electives
11-12 credits to meet other electives

Total: 75 credits
Grand Total: 132 credits

LAGUARDIA COMMUNITY COLLEGE/THE COLLEGE OF INSURANCE

TRANSFER ADVISORY NOTES

1. Take AMA 101-102-103 as business electives because these courses are required by the College of Insurance.
2. Take BDP 101 as Computer Information Systems elective because this course is required by The College of Insurance.
3. Coop Ed courses receive no credit. They may not be counted toward the B.S. degree.
4. The College of Insurance does not accept courses in which students have earned a grade of D.
5. Basic Skills courses receive no credit. They may not be counted toward the B.S. degree.
6. To be eligible for admission, a student must present a minimum GPA of 2.5.

COURSE EVALUATION

Liberal Arts and Science Curriculum

LaGuardia		The College of Insurance			
		Meets Act.Sci. Req'ts.	Meets Bus.Adm. Req'ts.	Meets L.A. Req'ts.	Meets L.A. Elec.
Accounting/Managerial Studies					
Elective courses	(6)	0	6	0	0
Computer Information Systems					
Elective course	(3)	0	3	0	0
Cooperative Education					
Internship & Seminar 3 credits each (Optional for Extended Day students)	(9)	0	0	0	0
English					
ENG 101	(3)	0	0	3	0
ENG 102	(3)	0	0	3	0
ENG 103	(2)	0	0	0	2
English/Humanities					
Two ENG or HUM elective courses	(6)	0	0	3	3

Liberal Arts						
LIB 200	(3)	0	0	0	3	
Mathematics						
MAT 201-202-203	(12)	12	0	0	0	
MAT 204	(4)	0	0	0	4	
MAT 210	(3)	0	0	0	3	
Natural and Applied Sciences						
SCS 101	(3)	0	0	3	0	
Social Science						
SSI 100	(3)	0	0	0	3	
SSE 101-102	(6)	0	0	6	0	
Unrestricted Electives						
Elective course	(1)	0	0	1	0	
Total Credits	(66)					

					Total
The College of Insurance Accepts	12	9	18	18 =	57
Excess Credits	0	0	0	9 =	9
					66

At least 132 credits are needed for the B.S. at The College of Insurance. By selecting carefully, transferring students from LaGuardia will have to complete 75 credits in addition to their Associate degree (66 credits) to meet graduation requirements at The College of Insurance.

585 A

COURSE SELECTION LIST
to maximize transfer to The College of Insurance

A. These LaGuardia courses meet The College of Insurance Liberal Arts requirements

English

ENG 103

Humanities

HUC 101
*HUP 100
HUP 101

Mathematics

MAT 121

Natural and Applied Sciences

SCP 201
SCP 202
*SCS 101

Social Science

SSY 101

B. These LaGuardia courses meet The College of Insurance Liberal Arts electives

English

&ENG 112
ENG 196
&ENG 197
ENG 203
ENG 225
ENG 240
ENG 243
ENG 245
ENG 247
ENG 250
ENG 260
ENG 265
ENG 266
ENG 268
ENG 269
ENG 270
ENG 272
ENG 275
ENG 280
ENG 285

Humanities

HUA 101
HUA 200
HUA 201
HUA 215

HUC 106
&HUC 195

HUF 101
HUF 102

HUI 101
HUI 102

HUK 103

HUS 101
HUS 102
HUS 200
HUS 201
HUS 270

HUM 101
HUM 102
&HUM 201
HUM 210

HUP 210
HUP 230

Liberal Arts

LIB 200

Library

&LRC 101

Mathematics

MAT 120

Natural and Applied Sciences

SCB 201-202

SCC 201-202

Social Science

SSA 100
SSA 101

SSE 102
SSE 110

SSH 101
SSH 102
SSH 103
SSH 104
SSH 231
SSH 232
SSH 240

SSI 100
SSI 101
SSI 210
SSI 240

SSP 101
SSP 200
SSP 220
SSP 230
SSP 240
SSP 245

SSS 101
SSS 175
SSS 185
SSS 230
SSS 280

SSY 110
SSY 200
SSY 230
SSY 240
SSY 241
SSY 245
SSY 250
SSY 260
SSY 280
SSY 290

Urban Study

English

ENN 191 ENN 195
ENN 193 ENN 198

Humanities

&HUN 245

Social Science

SSN 188
SSN 189
SSN 190
SSN 192
SSN 193
SSN 194
SSN 195
SSN 199

C. **These LaGuardia courses meet The College of Insurance Business** Elective requirements

Computer Information Systems

BDP 106
BDP 110
BDP 200

*Choose either HUP 100 or SCS 101.

&This course can only be used to fulfill the unrestricted elective requirement at LaGuardia, but it satisfies the College of Insurance's liberal arts elective requirement.

APPENDIX II

LaGuardia • Baruch
Joint Admissions Program

Congratulations on your acceptance to LaGuardia Community College.

With that acceptance you can, if you choose to, participate in the **LaGuardia/Baruch Joint Admissions Program** which will allow you to make senior college plans with confidence.

While LaGuardia graduates have always been admitted to Baruch College, we are happy to tell you that we have recently developed agreements which guarantee admission to Baruch if you decide to attend.

At LaGuardia you will be carefully advised regarding the courses you ought to take and how they will fit into the Baruch Baccalaureate degree. You will also have a chance to meet with Baruch advisors while at LaGuardia.

It is our goal to make your time at LaGuardia productive, and upon graduation your transfer to Baruch smooth and easy.

You can receive further information regarding this program by telephoning Ms. Pia Andritsi (718/626-8562 or 718/626-4781) or by attending LaGuardia's freshman orientation program.

Once again welcome to LaGuardia, and in the future we look forward to welcoming you to Baruch.

Sincerely,

Joseph Shenker, President
LaGuardia Community College

Joel Segall
Joel Segall, President
Baruch College

FIORELLO H. LAGUARDIA COMMUNITY COLLEGE
THE CITY UNIVERSITY OF NEW YORK
31-10 THOMSON AVENUE, LONG ISLAND CITY, N.Y. 11101
TELEPHONE 718-626-5588

APPENDIX III

LaGuardia • Queens
Joint Admissions Program

Congratulations on your acceptance to LaGuardia Community College.

With that acceptance you can, if you choose to, participate in the **LaGuardia/Queens Joint Admissions Program** which will allow you to make secure senior college plans. Of course you will have the opportunity to review transfer options to other senior colleges, but we want you to know what Queens offers.

While LaGuardia graduates have always been admitted to Queens College, we are happy to tell you that we have recently developed agreements which guarantee your admission to Queens if you decide to attend.

At LaGuardia you will be carefully advised regarding the courses you ought to take and how they will fit into the Queens Baccalaureate degree. You will also have a chance to meet with Queens advisors while at LaGuardia.

It is our goal to make your time at LaGuardia productive, and upon graduation your transfer to Queens smooth and easy.

You can receive further information regarding this program by telephoning Mr. Manuel Perez (718/626-8566) or by attending LaGuardia's freshman orientation program.

Once again welcome to LaGuardia, and in the future we look forward to welcoming you to Queens.

Sincerely,

Shirley Strum Kenny

Joseph Shenker, President
LaGuardia Community College

Shirley Strum Kenny, President
Queens College

FIORELLO H. LAGUARDIA COMMUNITY COLLEGE
THE CITY UNIVERSITY OF NEW YORK
31-10 THOMSON AVENUE, LONG ISLAND CITY, N.Y. 11101
TELEPHONE 718-626-5588

TOPIC 5: CAREER DEVELOPMENT

Session 1

Objectives: At the conclusion of this topic, students will be able to:

1. Describe the "primary" personality or environmental characteristics found in their college major or career choice environment.

2. Identify personal background data that have influenced their educational and career choice.

3. Evaluate the extent to which their personality characteristics or interests match those commonly associated with the majority of people in the occupational environment corresponding to their college major.

Materials: Freshman Seminar Learning Guide

Activities:

1. Have students read the introduction to the topic -- Career Development. Elicit their understanding of the idea that they will be engaging in a career development process throughout their LaGuardia experience (advisement, classes, cooperative education internships, cooperative education seminars). It is important that they are introduced to the vocabulary and a model of "viewing" the process. (The model used here is adapted from John L. Holland's typology of model environments or personality types). The following activities should serve as a means of achieving this understanding.

2. Have students complete The Party exercise. After completion, group students in one of six groups corresponding to the first corner they selected at the party (e.g., everyone who selected the "C" corner is placed in one group, everyone who selected the "E" corner is placed in another group, etc.). For purposes of the group discussion that follows, groups should not exceed 5-6 students. In some seminars, especially those grouped by major, it's possible to have more groups with the same first letter. Create as many groups with the same letter as necessary.

3. After groups are formed, explain to students that the corners (i.e., Realistic, Investigative, Artistic, Social, Enterprising, Conventional) relate to six types of pesonalities which are often found within them. Therefore, when they selected their first, second, and third corners, they were expressing a preference for types of people with whom they prefer to associate. At

the same time, they may be reflecting characteristics about themselves. For a more complete description of the six different types, have students read the Descriptions of the Six Personality Types. If students believe that their first corner choice does not aptly describe them, let them move to a group that is more appropriate.

4. Ask each group to discuss the Guide Questions (approximately 10-15 minutes). Either ask a group spokesperson to record the discussion for later summarizing, or call on people in the different groups to highlight information about themselves that influences their placement within that particular personality type.

Invariably, in any Freshman Seminar group (by major or mixed majors), several different personality groupings will form. A variety of explanations will emerge in the small group feedback. For example, some students will have chosen the major for reasons other than interest factors (e.g., economic); some students may be in conflict about two majors, trying one to see if it works out; and most occupational fields have different levels, with some levels requiring additional personality characteristics in combination with the general interest requirements. As an example, a school principal and a classroom teacher both work with students, but the principal may have a different combination of personality characteristics than the teacher. Therefore, illustrate for students that it's often useful to look at a combination of the first two letters (first two corners at the party) when exploring careers in occupational fields.

Homework Assignment:

1. Refer to the Personality and Occupational Groupings.

2. Have students locate the occupation related to their major or career choice. List the interests/personality characteristics that would be associated with the letter(s) corresponding to the selected occupation.

Session 2

Objectives: At the conclusion of this topic, students will be able to:

1. Describe clusters of skills associated with their career choice or college major environment.

2. Explain the meaning of a "career ladder" and give examples related to their major or occupational choice.

3. Relate the concept of career ladder to the acquisition of skills, the desire for increase job responsibilities or prestige, and further educational training.

Materials: (distributed in last session).

Activities:

This lesson will combine short lecturettes with large group discussion.

1. Review homework assignment from last session.

   By this session, students are familiar with the six personality/environmental types and have identified the type(s) associated with their college major environment or career choice. They have listed interests, activities, or other preferences that characterize people in the "typical" environment and should be able to recognize how similar their characteristics are in relation to the model personality type.

2. Introduce the second important aspect of career and self-exploration -- skills identification.

   a. Ask students to brainstorm the definition of a skill. They should suggest that a skill is something you already do well or something you think you could learn to do well. Elicit examples of skills that students already possess and skills they are in the process of acquiring. Note: Since students often think of skills as observable actions, you may want to differentiate between "hidden" (e.g., imagining, decision-making) and "visible" (e.g., bookkeeping, playing music, typing) skills.

   b. Point out that skills can also be grouped according to each of the six personality or environmental types, or combinations of types. Have students look at the Skill Clusters (distributed in last session) and identify skills associated with their personality types.

Do they already possess any of these skills? Give examples.

Are they in the process of learning any of the skills? Give examples.

How would some of these skills be demonstrated in their career choice?

It may be helpful to illustrate a student's example(s) on the blackboard.

3. Introduce the concept of career ladder.

The following explanation may be helpful.

Since LaGuardia is a two-year college, many of the occupations for which students are being prepared are entry-level positions (e.g., computer operator, occupational therapy assistant, general duty nurse, accounting clerk, dietetic technician, secretary). Most of these fields, however, have a career ladder, or opportunities for advancement (financial, prestige, increased duties, etc.) beyond entry-level status.

e.g., Many Data Processing majors start out in operations after graduation; those who want to be programmers or supervisors must obtain the bachelor's degree or higher. That often requires at least two more years of college study after LaGuardia (on a full or part-time basis).

Refer to the chart -- Personality and Occupational Groupings. Ask students to find Computer Operator and Computer Programmer on the chart. What are the differences in skill requirements? Do the same for Dietetic Technician and Dietitian. Elicit other examples depending upon the major(s) of the students in this particular seminar. For each example, illustrate the type of college degree required and perhaps names of colleges/universities where the bachelor's degree could be obtained.

Students should be able to recognize the increasing skill levels required as well as the need for advanced education to attain those skill levels. Point out that as students move up the career ladder, changes will occurin their lives (e.g., more money and prestige, increased responsibilities, fringe benefits, changes in lifestyles). Younger students in the group are usually influenced more by the money, while older students returning to school can usually be expected to relate also to some of the issues around job satisfaction.

4. What next!

At the conclusion of this module, particularly if it comes at the end of the quarter, it is important to have students note what other type of information they want to know on this topic. It's also a perfect opportunity to review college resources presented earlier in the seminar and to link student needs with corresponding resources.

It may useful to categorize student needs and college resources in some systematic groupings on the board and to make appropriate linkages. For example:

Student Needs

Information on occupational titles

How/where to think about transfer.

Financial planning in regard to continued education.

Course advisement for career and educational planning.

Other .....

College Resources

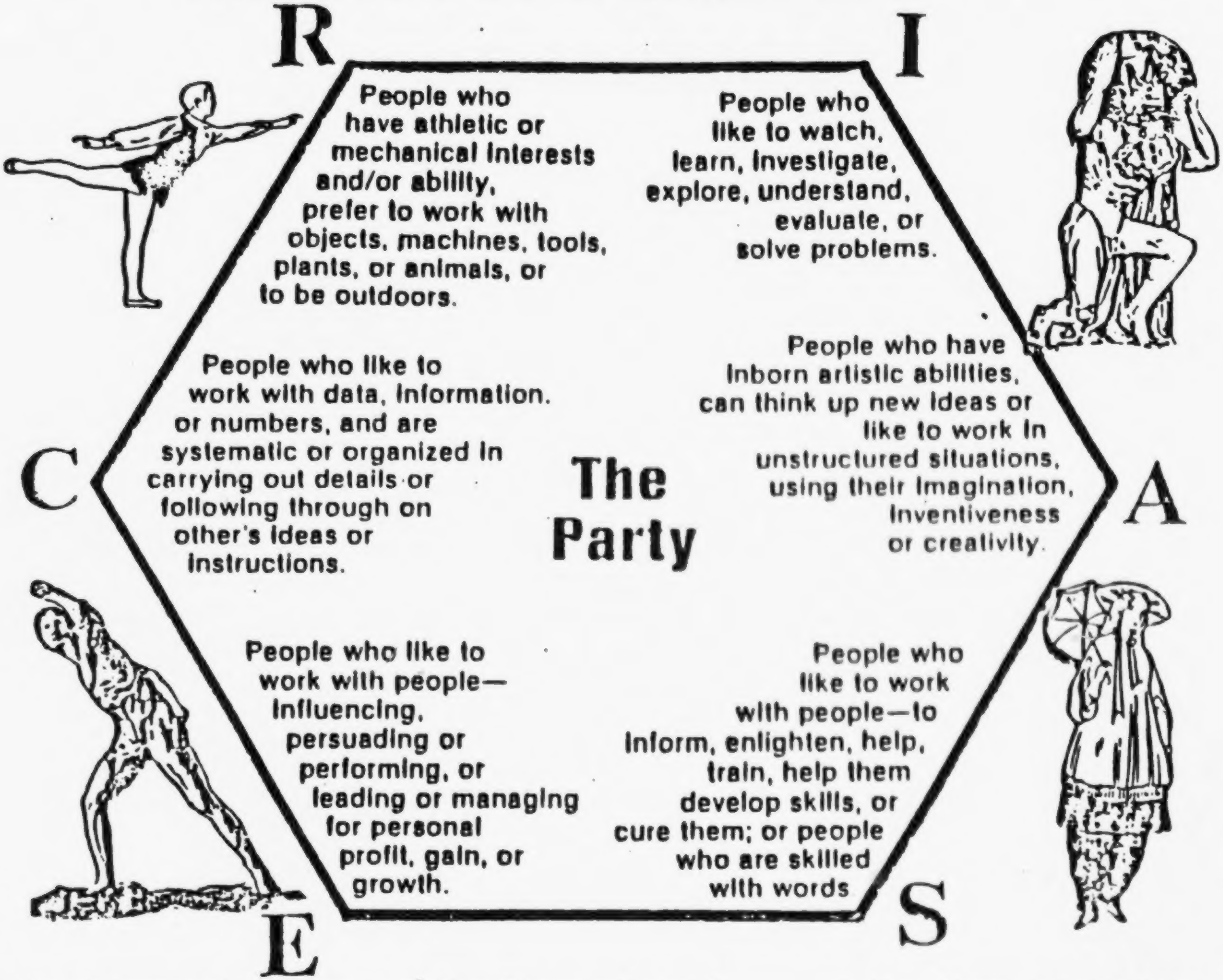
CTRC
Counseling
Workshops
Coop Internships
Academic Advisement/
Articulation with colleges
Library research
Other.....

5. Have students develop their own list of needs/resources in the space provided in their Freshman Seminar Guide.

STUDENT LEARNING GUIDE

The Party

Below is an aerial view (from the floor above) of a room in which a party is taking place. At this party, people with the same or similar interests have (for some reason) all gathered in the same corner of the room — as described below.



R People who have athletic or mechanical interests and/or ability, prefer to work with objects, machines, tools, plants, or animals, or to be outdoors.

I People who like to watch, learn, investigate, explore, understand, evaluate, or solve problems.

C People who like to work with data, information, or numbers, and are systematic or organized in carrying out details or following through on other's ideas or instructions.

The Party

A People who have inborn artistic abilities, can think up new ideas or like to work in unstructured situations, using their imagination, inventiveness or creativity.

E People who like to work with people—influencing, persuading or performing, or leading or managing for personal profit, gain, or growth.

S People who like to work with people—to inform, enlighten, help, train, help them develop skills, or cure them; or people who are skilled with words

1 Which corner of the room would you instinctively be drawn to, as the group of people you would most enjoy being with for the longest time? (Leave aside any question of shyness, or whether you would have to talk with them.) Write the letter for that corner in this box: ☐

2 After fifteen minutes, everyone in the corner you have chosen, leaves for another party crosstown, except you. Of the groups that still remain now, which corner or group would you be drawn to the most, as the people you would most enjoy being with for the longest time? Write the letter for that corner in this box: ☐

3 After fifteen minutes, this group too leaves for another party, except you. Of the corners and groups, which remain now, which one would you most enjoy being with for the longest time? Write the letter for that corner in this box: ☐

Why did you join these particular groups at "The Party"? Are you an ASI? Are you an REC? What does it mean in terms of your career choice? CHECK THIS OUT!

From What Color is Your Parachute? 1981 edition, by Richard Nelson Bolles. Copyright (c) 1981. Used with permission of Ten Speed Press, Box 7123, Berkeley, CA 94707. $8.95 (paper) or $15.95 (cloth) plus $1.00 for postage and handling.

DESCRIPTIONS OF THE SIX PERSONALITY TYPES

REALISTIC	Rugged, robust, practical, physically strong; good physical skills. Have trouble expressing self or communicating feelings to others. Like to work outdoors and to work with tools, especially large, powerful machines. Prefer to deal with things rather than with people or ideas. Enjoy creating things with hands.
INVESTIGATIVE	Task-oriented; not particularly interested in working around other people. Enjoy solving abstract problems. Prefer to think through problems. Interested in scientific areas.
ARTISTIC	Artistically oriented; like artistic settings that offer many opportunities for self-expression. Little interest in problems that require a great deal of physical strength. Prefer to work alone and express oneself through artistic media. Sensitive and emotional.
SOCIAL	Sociable, responsible, humanistic, and concerned with the welfare of others. Express self well and get along well with others. Like attention and like to be near the center of attention in a group. Little interest in situations requiring physical exertion. Prefer to solve problems through discussions with others. Cheerful, popular, achieving, good leaders.
ENTERPRISING	Great ease in using words. Energetic, enthusiastic, adventurous, self-confident, and dominant. Prefer social tasks where one can lead. Enjoy persuading others to their viewpoint. Do not like precise or intellectual work. Like power, status, and material wealth, and enjoy expensive settings.
CONVENTIONAL	Prefer highly ordered activities that characterize office work. Like large organizations but do not prefer leadership. Prefer to know exactly what is expected in a work situation. Stable, well-controlled, and dependable. Little interest in problems requiring physical skills. Most effective at well-defined tasks. Value material possessions and status.

DISCUSSION GUIDE QUESTIONS ON PERSONALITY TYPES

Directions: Review the three corners you selected at The Party as well as the descriptions of the six major personality types. Respond thoughtfully to the following questions and try to determine if the members of your group share any common background experiences.

1. What personality type might describe your father, mother, brothers, sisters, or spouse? What similarities do you see between you and any of your family members?
2. Do any of your close friends share the same characteristics with you? Give examples.
3. What were some of your favorite early childhood activities?
4. What kind of fantasies did you have about what you would like to be when you grew up? How did they become modified or change as you got older?
5. What are (or were) some of your favorite school subjects?
6. What kind of activities (social, recreational, hobbies) do you enjoy in your free time?

Assignment for next session:

1. Locate an occupation on the Personality and Occupational Groupings (see next page) chart that corresponds to your career goal.
2. Answer the following questions about that occupation.

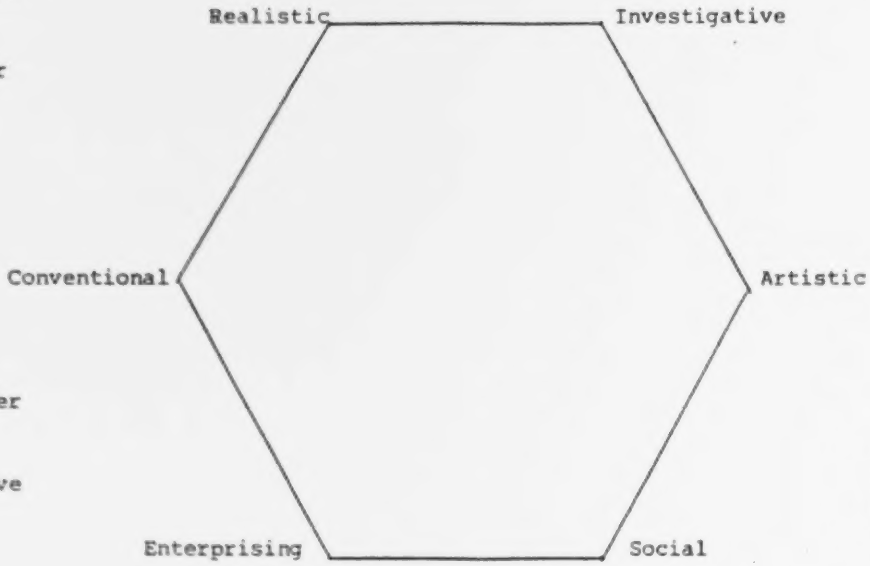
I. Title of Occupation ____________________________

II. What personality type(s) is associated with that occupation? ____________________________

III. What interests, activities, or personality characteristics would best describe people who would be attracted to that occupation? (Refer to the Descriptions of the Six Personality Types in your answer) ____________________

IV. Do the interests, activities, or characteristics described above apply to you? Why or why not? ____________________

PERSONALITY AND OCCUPATIONAL GROUPINGS



R
Civil engineer
Electrician

RI
Auto mechanic
Machinist
Military officer

IR
Electrical engineer
Veterinary animal care
Computer engineer/Programmer

I
Biologist
Technical writer
Scientific researcher

IA
College professor
Economist

AI
Psychologist
Photographer
Sculptor

A
Artist
Librarian
Musician

AS
Dancing teacher
English teacher

SI
Nurse
Dietitian
Physical Therapist

SA
Music teacher
Home economist

S
Social worker

SRE
Dietetic Technician
Occupational Therapist

SC
Occupational Therapist Asst.
Physical Therapy Asst.

SE
Pre-school teacher
Nurse super visor

ES
Life insurance sales
Emergency Medical Technician

E
Lawyer
Politician
Retailer

EC
Corporation executive
Stockbroker

CE
Banker
Business education teacher
Office worker

C
Accountant
Computer operator
Secretary

CR
Telephone operator
Dental assistant

RC
Police officer
Animal caretaker

SKILL CLUSTERS

REALISTIC

Machine or Manual Skills, e.g., designing, preparing, constructing, cooking.

Athletic/Outdoor/Traveling Skills, e.g., motor/physical coordination, navigating, horticultural skills.

CONVENTIONAL

Detail/Follow-Through Skills, e.g., executing, expediting, approving, dispatching, facilitating.

Numerical/Financial/Accounting (money)/Management Skills, e.g., appraising, taking inventory, developing budget/bookkeeping.

ENTERPRISING

Influencing/Persuading Skills, e.g., developing rapport, promoting, arbitrating, negotiating.

Performing Skills, e.g., getting up before a group; acting, playing music, showmanship.

Leadership Skills, e.g., initiating, organizing time, problem awareness and solution(s), guiding.

Developing/Planning/Organizing/Executing/Supervising/Management Skills, e.g., prioritizing tasks, designing projects, delegating, trouble shooting.

SOCIAL

Language/Reading/Writing/Speaking/Communication Skills, e.g., composing, translating, reporting, defining.

Instructing/Interpreting/Guiding/Educational Skills, e.g., informing, coaching, advising, facilitating personal growth.

Serving/Helping/Human Relations Skills, e.g., servicing, attending, adjusting, caring for, empathic.

ARTISTIC

Intuitional and Innovating Skills, e.g., imagining, creating, integrating elements into clear coherent whole.

Artistic Skills, e.g., creative imagining, operates well in free, unstructured, unsupervised environment, visual/spatial designing.

INVESTIGATIVE

Observational/Learning Skills, e.g., reading, detecting, keen sense, learns easily from others.

Research/Investigating/Analyzing/Systematizing/Evaluating Skills, e.g. surveying, inspecting, dissecting, diagnosing, grouping, decision making.

NEEDS ANALYSIS

After completing this unit on career and educational development, you may want additional information on this topic. You can use the space below to identify your specific needs and the college resources that can be of help to you. Your Freshman Seminar counselor will help you with this list.

I need ...	College Resource
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APPENDIX V

TRANSFER SEMINAR

STUDENT WORKBOOK FOR SECOND COOPERATIVE EDUCATION INTERNSHIP SEMINAR

Robert Durfey
LaGuardia Community College
Division of Student Services

TRANSFER SEMINAR

STUDENT WORKBOOK FOR SECOND COOPERATIVE EDUCATION INTERNSHIP SEMINAR

by

Robert Durfey

Division of Student Services

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GUIDE STATEMENTS FOR CHAPTER I: PLANNING YOUR EDUCATION

The Guide Statements below will help you focus on the reading which follows. Review them before beginning the reading. Once you have completed the reading, answer the Guide Statements in your own words. The Guide Statements will be collected at the next session of the Seminar.

1) List 4 goals that you should consider in planning your further education after LaGuardia:

   a. ______________________________

   b. ______________________________

   c. ______________________________

   d. ______________________________

2) Explain why it is important to be aware of your career goals when planning your further education after LaGuardia:

   ____

   ____

   ____

   ____

3) Explain the difference between liberal arts colleges, specialized colleges, and universities:

   ____

   ____

   ____

   ____

   ____

   ____

   ____

   ____

   ____

   ____

4) List 4 methods you could use to research information about a particular college:

a. ______________________________

b. ______________________________

c. ______________________________

d. ______________________________

5) List 6 factors you can consider in choosing a transfer college:

a. ______________________________

b. ______________________________

c. ______________________________

d. ______________________________

e. ______________________________

f. ______________________________

6) List 5 ways you could finance your education:

a. ______________________________

b. ______________________________

c. ______________________________

d. ______________________________

e. ______________________________

CHAPTER I: PLANNING YOUR EDUCATION

In Coop Seminar II you have just taken a good look at yourself -- as you are now and perhaps as you would like to be several years from now. Focusing on your specific goals will help you in planning for further education after LaGuardia and in the college selection process. Choosing the best college to attend requires much more than finding out which one is the easiest to travel to or which one will accept most of your LaGuardia credits. While these factors are certainly important considerations, they should not be the first to consider in choosing a four-year college. Your choice of college should, instead, be compatible with your goals: the abilities you want to develop, the career interests you want to pursue, the new experiences and new people you want to encounter, and the personal goals you have set for yourself.

Though there are many factors to use in choosing a college, the importance of each factor will vary from person to person. In choosing a school it is important that you know enough about it so that all of your personal and educational expectations will be met. Therefore, you should become familiar with many of the factors you can use to make a choice. In this seminar you will examine several major factors: choosing a major; planning for the degrees needed in your career field; the process of selecting the appropriate transfer college; and financing your eduction. You may become aware of important issues that you have never considered regarding your future educational goals.

CHOOSING A MAJOR

One of the first things to consider when planning your education is what program or major you want. For example, if you are seriously planning to teach Spanish at the high school level, then you'll want to identify colleges that offer majors in secondary education, particularly those with strong, quality programs in foreign languages. If you're thinking of a career in international business, you may wish to look for business majors at schools that not only prepare students for this specialty but that also offer a language you'd find useful in that career. On the other hand, if your long-range goals are uncertain, you may want to investigate schools that offer exposure to several areas. For example, if you've been a liberal arts major at LaGuardia and are thinking about careers in law, business, or the social sciences, you may want to consider an interdisciplinary major that will provide an excellent background and preparation for later graduate study.

Just because you majored in one subject area at LaGuardia does not mean that you must stick with it. Many students initially come to LaGuardia with the goal of obtaining relevant job skills. As they progress through their course of study and cooperative education internships and seminars, they often begin to refine and to expand their goals beyond the narrow limits they originally set. Thus, it is not uncommon to hear a talented legal secretarial science major announce her desire to become a lawyer or a data processing major plan to continue his education to become an operations manager. As a consequence of the career education program at LaGuardia, these students are building on the foundation of their associate's degree to develop career ladders for themselves.

Finally, though a school may offer the major in which you are interested, you should make sure that it offers the specific areas, within the major, in which you want to specialize. For example, many schools offer a computer science major, but each school may provide a different focus in its major. Some computer science majors are research-and science-oriented, leading to specialties in the engineering field, while other computer science programs are application-oriented, leading to a business orientation. The major you select should offer the specialty in which you are interested.

PLANNING FOR THE DEGREES YOU WILL NEED

The decision to continue your education beyond the associate's degree is an important one. For many students this means going on for a Bachelor's degree. But in order to be successful in many fields a Bachelor's degree may not be enough. Some fields may require a Master's degree (social work, counseling, education), Doctoral degrees (psychologist, medical doctor), or professional degrees (chiropractor, certified public accountant, lawyer). How far you must continue your education depends on the particular career you are pursuing, your long term goals, or the extent of knowledge you would like to develop in a particular area. Most careers or professions have opportunities for people at all degree levels. At this point in your educational planning, it is important to be aware if your career goals may require several more years of schooling.

SELECTING THE TRANSFER COLLEGE

Your next step is to relate your goals to the characteristics of particular colleges. Four-year colleges offer programs leading to a Bachelor of Arts (BA) or a Bachelor of Science (BS) degree. Several major types of schools are included in the four-year college category.

Liberal arts colleges offer BA degree programs that combine a broad four-year education in the arts, humanities, social sciences and sciences with a major in a subject or area such as political science, literature, mathematics, or biology.

Specialized colleges or schools offer BS degree programs with less emphasis on broad liberal arts education and more focus on preparation for a specific career - such as education, music, art, engineering, or business.

Universities usually include a liberal arts college and several other specialized colleges, such as business, engineering, education, law, or medicine. Each of these individual colleges may have its own set of entrance requirements. In addition to bachelor's degree programs for undergraduate students, universities may offer graduate programs leading to the master of arts (MA) or master of science (MS) degree, the doctor of philosophy degree (PhD), or to other professional degrees such as law (JD) or medicine (MD).

Examples of liberal arts, specialized colleges, and universities attended by LaGuardia graduates are listed below:

Liberal Arts Colleges

Barnard College

Brooklyn College

Clark College

Queens College

Sarah Lawrence College

Smith College

State University of New York at Brockport

Vassar College

Specialized Colleges

Cooper Union

New York Institute of Technology

Polytechnic University

Pratt Institute

Universities

Adelphi University

Cornell University

Fordham University

Long Island University

New York University

State University of New York at Stony Brook

There are many factors that can be used to decide which schools offer the best programs in the field you would like to study. Keep in mind that just because a school is generally recognized as a "good" school does not mean that all of its academic departments are good. The only way you can find this out is through research. Some useful research methods include:

* looking through college catalogues
* speaking to faculty members and counselors in LaGuardia and in other schools
* speaking to students at other colleges
* interviewing professionals in your career area

Make sure to find out why they consider the programs good. The reasons they use may not be the reasons that are important to you.

Although there are many factors you can consider in deciding whether or not a college is the right one for you, here are several important ones to use in making your choice:

1. **Admission requirements.** Besides general admission requirements for a college, many individual departments have additional requirements for admission.

2. **Reputation of the faculty.** The extent of research or publishing in which faculty are involved is often an indicator of how involved they are in their field and how current their courses might be. Many schools also hire professionals within the fields who are also currently working in major corporations or organizations.

3. **Student/faculty ratio.** This will give you an estimate of how large the classes might be. If the ratio is small, for example 10/1, this tells you that for every 10 students there is 1 faculty member. If the ratio is large, for example 100/1, this tells you that for every 100 students there is 1 faculty member. The smaller the ratio, the more likely teachers have more time to be involved with students.

4. **Exposure to practical skills.** If it is relevant to your field, it may be useful to have opportunities for lab work, research, field experiences, and clinical work.

5. **Location of college.** If you plan on attending full-time or part-time, or go to a school away from home or attend a local campus, the location of your school will affect how much you enjoy your day-to-day life as well as how much time you must spend travelling. In view of the fact that some students have other responsibilities at home or work, location can be crucial. Though it was stated earlier that schools should not be chosen based on how easy it is to get to them, this fact should not be ignored either.

6. **Tuition and other expenses.** The most typical problem that people face in pursuing their education is how to pay for it. In a time when tuition rates in many colleges have skyrocketed, this is a very real concern. Though the cost of pursuing your education should not be the primary reason you use to decide to continue or choose which school to attend, obviously it cannot be ignored. Before you make any decisions because of costs, it is important to examine some of the ways you can finance your education.

FINANCING YOUR EDUCATION

1. **Financial aid.** For many students, financial aid in the form of government assistance such as TAP, PELL Grants, and College-Work Study is a familiar method for paying for college expenses.

2. **Student loans.** The student loan program (NewYork State Higher Education Services Corporation, or NYSHESC), allows you to borrow money from a bank, at a low interest rate, that does not have to be paid back until after you graduate or stop attending school. The repayment period usually depends on the amount of the loan, but can vary up to 10 years. You are allowed to take out more than one student loan, though there are limits as to how much you can borrow each year. The money you receive can be used for tuition, books, or any other school-related expenses (e.g., food, clothing, rent). You can get more information on student loans from your neighborhood bank.

3. **Scholarships.** Scholarships are financial awards that are provided by colleges, the government, private foundations, corporations, unions, special interest groups, and other organizations. Each group establishes the award to recognize the outstanding performance of a student. Some of the areas in which scholarships are awarded include academic performance, athletics, essay writing, and community service. In order to apply for a scholarship you must submit the appropriate application and supporting materials to the groups sponsoring the award. The group then chooses the best candidate(s) to receive the scholarship. Scholarships do not have to be paid back. Scholarships are generally awarded once a year, effective September of the academic year for which you are enrolling. Most college catalogues list the scholarships that are available through their schools. There are also reference books in the library and the Career and Transfer Resource Center which provide information on scholarships.

4. **Attending School Part-Time While Working.** There are many reasons for attending school part-time while working. For example, you may want to begin working in your field and continue your education, or personal responsibilities and expenses may require you to earn a full-time income. Whatever the reasons, working while attending school is an excellent way of earning money to cover your personal expenses and pay for school.

   The job you hold while attending school does not have to be in your career field. Many people prefer working jobs which have varied hours so that they can easily schedule their classes during the school day.

   Working while attending school can have other benefits such as employer or Tuition Reimbursement Programs.

5. **Tuition Reimbursement Programs.** One of the benefits

that many companies and organizations offer their employees is tuition reimbursement. This is not a loan which must be repaid. It is a form of financial assistance that employers provide to their employees. There usually are some pre-requisites for receiving the benefit. For example:

a. Tuition reimbursement may only be available to full-time employees;

b. You may be eligible for tuition aid only after you have been employed by the company for a certain amount of time, usually 6 months to a year;

c. Aid may only be provided for job-related courses, undergraduate courses, or graduate courses;

d. There may be a minimum grade requirement that you must receive in a course before the employer will pay the tuition;

e. Some employers will only pay for part of the tuition;

f. There may be a course or credit limit per semester for which the employer will pay.

In deciding what job you might take while attending school, tuition reimbursement programs are an important benefit to consider. There are reference books in the library and Career and Transfer Resource Center which list many of the companies that offer tuition aid programs and the pre-requisites for receiving the benefit (see A Guide to Tuition-Aid Benefit Programs in the New York Area, written by the College of New Rochelle and College Board, and published by the College Entrance Examination Board, New York, 1982).

All of the above methods are available to you to help pay for your education. As you can see, costs need not be a major factor in preventing you from continuing your education.

CHAPTER II: COLLEGE SELECTION

By now you may have already gathered information about a number of colleges. Some of that information may have been gathered informally (e.g., advice of a friend or college professor) or formally (e.g., reading a college catalogue, talking to a college admissions counselor). Whether you have already begun your college research or are about to embark on the task, your next step is to organize information about colleges in a way that will allow you to compare those colleges easily. Using a careful approach should help to make what can sometimes appear as an overwhelming task, in reality, a significant and challenging learning experience. The College Profile sheet on the following page outlines several significant characteristics to compare among colleges. Space is also provided to list additional items that will help you organize your information and impressions. Several copies of this profile sheet will be distributed by your seminar instructor for your use in organizing this information.

COLLEGE PROFILE FOR ______________________
(Name of College)

ACADEMIC ENVIRONMENT

Admissions Requirement

Academic standing (GPA) required ______________________

Other admission factors ______________________
(e.g., program/major)

My chances for admission ______________________

Admission Steps

Application fee ______________________

Application deadline ______________________

Financial aid deadline ______________________

Letters of reference ______________________

Personal statement or essay ______________________

Educational Opportunities

Specialized program accreditation ______________________

Availability of preferred major ______________________

Availability of related majors ______________________

Reputation of department ______________________

Requirements for a degree ______________________

Internship opportunities ______________________

Other ______________________

CAMPUS ENVIRONMENT

Campus characteristics ______________________
(e.g., urban, rural, size)

Location of campus ______________________

Transportation to campus ______________________

Campus housing ______________________

FINANCIAL CONSIDERATIONS

Costs (anticipated)

Tuition and fees ____________________

Room and board ____________________

Books and supplies ____________________

Transportation ____________________

Other miscellaneous ____________________

Total Costs ____________________

Financial Aid Resources (anticipated)

Scholarship ____________________

Grants ____________________

Loans ____________________

Work ____________________

Other aid ____________________

Total Resources ____________________

General impression of school? ______________________________

How will you feel attending? ______________________________

After you have completed outlines for all of the colleges that interest you, carefully compare each college with the others for which you've recorded information. You will have to decide whether the advantages of a certain college outweigh its disadvantages. You may also have to decide between different kinds of advantages available at different schools.

Once you have narrowed the number of colleges to three or four, you should begin the process of applying for admission and financial aid.

Admissions Application

The number of colleges you should apply to depends on several factors: the educational opportunities for you at individual colleges, your chances of admission, and, in some cases, your possibilities for financial aid. If your attendance depends heavily on financial aid, you will want to apply to one or more second-choice colleges, including at least one that's a "sure thing" for you in terms of admission standards and costs.

Don't rule out applying to a college that seems to be out of your price range if you qualify for admission and the college looks good in other respects. Financial aid programs are set up to help many students in this situation. However, you must apply, be accepted for admission, and complete the financial aid application procedures at a college before you will know your exact chances for aid there. Because you won't receive a definite decision on financial aid at the college until the spring of the year, it's important to include among your applications at least one college that's within your financial resources.

CHAPTER III: PERSONAL STATEMENT AND LETTER OF RECOMMENDATION

Since private colleges and universities are often restricted in the number of students which they can accept, applicants for admission are typically required to submit supporting documentation in the form of personal essays and letters of recommendation. These documents enable the college admissions committee to differentiate applicants from each other and to select the most promising students. The personal statement, as well as the letters of recommendation, are also important data considered in transfer scholarship decisions, whether students are applying to public or private colleges or to special organizations that award scholarship assistance. Therefore, these documents can be important factors in your college acceptance as well as in the amount of financial aid which you receive.

APPLICANT'S PERSONAL STATEMENT

Most private college and scholarship applications require a personal statement (essay) of 400-600 words. In general, this statement should describe briefly your personal and academic background, employment record, interests, life experiences, goals, and social commitment (e.g., school and community service). Since the personal statement often substitutes for a personal interview, it is very important that you be clear, concise, and specific in your writing style. The following pages contain personal statements written by LaGuardia students, each of whom went on to study for a bachelor's degree. These personal statements are examples of different ways you can highlight your background. Take a few minutes to read each personal statement.

Personal Statement #1

Nowadays our government is geared towards the rich and the poor. Students like myself, middle class, must work long hours to attain the resources for a college education. I make this statement with no resentment. My father, equipped with a ninth grade education, worked two full-time jobs, studied, and eventually became a Department of Sanitation supervisor. Presently retired, he's content in knowing he raised five children to believe that if you work hard you will reach your goal. Not bad for a one-time garbage collector! Three generations of my family believed in the Protestant work ethic, and speaking as the fourth generation, I, too, am a believer.

My drive towards success began at the age of ten. I worked at a local fruit distributor making deliveries on foot. I continue to work part-time as a student to finance my education. I rise for work at 4:00 a.m., leave work at 9:00 a.m. and go directly to a full day of school and study. My goal to become an accountant must, and will, be reached.

As a member of the Phi Theta Kappa Honor Society at LaGuardia Community College, my interests are directly related to the attainment of knowledge and a better understanding of our world. I have gained this knowledge, not only from formal education, but by interacting with others in social organizations. Looking back, it is clear that the key to a successful future is to consciously search for a stimulating environment to enhance my personal as well as social commitments and interests.

At Aviation High School, I was captain of the basketball and baseball teams while maintaining high grades. My leadership qualities also led to participation in Student Government. I became a representative for my fellow students and was responsible for bringing any problems to the attention of the administration. In addition, I was a member of the Catholic Youth Organization and participated in various activities. As volunteer coach, I share my talents for sports with youngsters. This gives me the opportunity to nurture their athletic abilities by administering the ideals of team spirit and leadership. Stimulating their growth physically and emotionally is a rewarding and enjoyable experience.

My neighborhood in Maspeth is largely populated by elderly individuals. I consistently offer my "senior friends" assistance in shoveling snow, shopping, or by just listening.

I have maintained a 4.0 grade point average at LaGuardia Community College. Although academics take precedence, I am involved in several extracurricular activities. I derive great satisfaction as the President of the Volunterer Income Tax Association. I assume all responsibilities of the organization and serve the elderly by preparing their income taxes.

Since my interests are directed toward finance and business, I also joined the Accounting Club at LaGuardia. This membership has allowed me to assist fellow students in solving their financial problems and has been an invaluable experience.

I have an inbred hunger for knowledge and a thirst for social commitment. Looking towards the future, I'd like to satisfy these desires and become a certified public accountant. From my humble beginnings, I have worked very hard mentally and physically to reach my present step on the stairway to my goal. I hope your committee can assist me in reaching the top for a bright and prosperous future.

Personal Statement #2

I am a fifty-two year old woman whose primary interests are centered on people. I have worked with and for people almost my entire lifetime in some sort of service (volunteer) capacity, from sewing my own family's clothing to teaching religion to neighborhood children.

The manner in which I have lived my life is my personal statement. My eight children, ages seventeen through thirty, represent eight different reflections of my beliefs and principles. As the pebble dropped into the water creates ripples, my children have broadened the circles of my contribution by serving in the helping professions and in many volunteer capacities. My ideals have been shared with them and they have added, developed and incorporated them into their individual concepts of service.

Since 1977 I have been an Extraordinary Minister of the Eucharist at St. Stanislaus Church. In this capacity, I visit the homebound members of the parish weekly for the purpose of prayer, communication, and service. I have also volunteered my services as a weekly visitor to the elderly residents of the Midway Nursing Home in Maspeth. This involvement has stimulated in me an interest in learning about the concerns of the aged and how we as a community might better serve their needs.

My college career began in the Women's Program at LaGuardia Community College in September 1981. My major field of study is Human Services - Mental Health, Gerontology. Presently I am serving my internship at Calvary Hospital, an acute care facility for terminal cancer patients. The treasured experience of attending these patients during the final stages of their lives has been most rewarding.

I believe that there is a center within each person from which all good emanates. Each of us has the power to change her world for the better. I have been able to effect a positive change in the world surrounding me by simply living the dynamics of my carefully chosen values. In my future education I plan to follow through with this personal commitment.

Personal Statement #3

Over the years I have developed a great interest in, and have been fascinated by, computers and the way in which they work. I remember searching for related articles in various magazines and other opportunities of learning about them, and that was not very easy to accomplish in my home town. As college programs in Computer Science were not available in Syria, where I was raised by Armenian parents who had emigrated from Turkey, I decided to major in agriculture. I had been interested in the subject, and it was rather practical for a primarily agricultural country to encourage its study.

As a high school graduate at sixteen, my fluency in four languages (Armenian, Arabic, French and English) gave me an edge over my fellow students. My years of study in college were as instructive and enriching as they were pleasant. I acquired a considerable amount of knowledge pertaining to the plant kingdom and farming, while simultaneously advancing my acquaintance with Biology in general and quite a bit of laboratory experimentation.

Classroom education, however, has always been only one facet of my broader educational process and self-realization. Extracurricular activities consumed the remaining hours, and did not seem less important than maintaining a high G.P.A. High on my list of these activities were the school soccer and basketball teams. I was also a member of the school choir.

In addition to these opportunities of multi-dimensional education, I also had a chance to earn a free trip to France as a first prize in one of the many contests in which I participated, sponsored by the French broadcasting station in the area. This, too, contributed to an even broader experience and new perspective and was undoubtedly a landmark in my education. Coming into contact with a culture that I had long admired and the possibility of gaining first-hand information and insight into it were to have a long-lasting impact.

It was after completing the third year of college that the opportunity of coming to the United States presented itself. I was fortunate enough to find a job in a relatively short period of time as an architectural model maker. I did have the good fortune of translating my education into practical and concrete results: reading blueprints, operating the various devices and machines, and handling delicate work in a systematic, well-planned, and logical manner. I also learned how to deal with time pressure, working extra hours on a more-than-occasional basis.

In this country of opportunity -- though the statement may sound as cliche and often repeated so as to become void of true meaning -- my initial dream of entering into the computer world was now no more unrealistic. A two semester program at New York University provided a chance for a real first brush with the field. Not only were my desires ever stronger, but my eagerness and decisive plans were now emphasized. Two major programming languages (COBOL and ASSEMBLER) were covered during this course of study, together with OS JCL.

There was no more room for hesitation; I enrolled at LaGuardia Community College where I benefitted from the practical work experience in addition to the academic endeavor. I did manage to occupy a permanent position on the Dean's List with my average never falling below 3.95. I hope to graduate in September of the present year and pursue my bachelor's degree at Long Island University.

My career objective is to attain a position of responsibility in the programming field and I hope to learn as much as is humanly possible. As for long term goals, I hope to eventually achieve the status of Systems Analyst so that I can be an asset to my company, putting my knowledge, experience, and innovative capabilities at the service of the science I have chosen.

In each instance, the student authors of these personal statements received admission into the college of their choice (Lehman College, CUNY; New York University; Long Island University). Each student also received academic scholarships; in one case, the award covered full tuition. Therefore, you can see how hard work, determination, and specific written communication paid off for these individuals.

Before you begin your personal statement, you may wish to use the following guide as an outline preparation:

OUTLINE OF PERSONAL STATEMENT

I. PERSONAL DATA

A) Place of birth ______________________________

B) Family background ______________________________

C) Significant life experiences ______________________________

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II. ACADEMIC INFORMATION

A) High school (include dates of attendance) ______________

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B) College (include dates of attendance) ______________

____

1. Major ______________________________
2. Cumulative G.P.A. ______________________________

C) Future educational goal(s) ______________________________

III. EXTRACURRICULAR ACTIVITIES

A) High school

1. Name of activity ______________________________
2. My specific role ______________________________

   ____
3. Dates of participation ______________________________
4. What I learned about myself and/or others ___________

   ____

B) College

1. Name of activity ______________________________
2. My specific role ______________________________

   ____
3. Dates of participation ______________________________

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4. What I learned about myself and/or others ____________

____

C) Other activities (e.g., community, religious)

1. Name of activity ____________________________________

2. My specific role ____________________________________

____

3. Dates of participation ______________________________

4. What I learned about myself and/or others ____________

____

D) Other interests or hobbies __________________________

____

IV. EMPLOYMENT RECORD: INCLUDE ANY PAID ACTIVITY IN COLLEGE AS WELL AS ALL OUTSIDE EMPLOYMENT

List the jobs you have held, starting with the most recent:

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V. CAREER GOAL(S): WHEN DID YOU DEVELOP THESE GOALS? WHAT LIFE EXPERIENCES CONTRIBUTED TO THESE GOALS?

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Now that you have completed an outline of the information that you will want to include in your personal statement, it is time to begin the "process" of composing your essay. You should expect to write several drafts before you complete the final copy, since you will want to work for clarity, organization, and specificity. Let others (e.g., counselor, faculty advisor, Writing Center tutor) review your drafts and provide you with important feedback that you can incorporate into your revisions. The time and energy that you put into this activity should result in a personal statement that can be used, with minor modifications, for each college and/or scholarship to which you apply.

LETTER OF RECOMMENDATION

An important part of the admission process in private colleges and universities, as well as in the scholarship application process, includes letters of recommendation. These letters are usually from faculty members who are in a position to evaluate your academic performance and contributions, or leadership and service to the college community. Letters can also be submitted by responsible individuals in community agencies or organizations who are in a position to evaluate your level of social commitment. Just as your personal statement must be thoughtfully prepared, so should your letters of recommendation reflect the same concern for clarity, detail, and specificity. Recommendation letters are taken very seriously by members of review committees, and they should reinforce or substantiate claims you have made about yourself in your personal statement.

The letter on the following page is reprinted from The New York Times and comments on the kind of letters of recommendation that are not helpful to students:

Skip the 'Charming'

To The Editor:

I write to address counselors and teachers who write letters of recommendation for college admission. Those supporting young men's applications are full of useful characterizations, guaging likelihood for success in a college curriculum: "I am most impressed by his insight, motivation, and responsibility," or, "He is able to plan, proceed, and evaluate at each step."

Letters for young women, however, dwell on "charming, delightful, engaging, outgoing, friendly, fun loving, caring." Wonderful attributes, but they say little about her ability to deal with a rigorous curriculum.

Recommendation letters are taken very seriously. It is more helpful for the student's cause and the admission officer's performance to concentrate on qualities that measure academic prowess.

Marjorie Larson
Ithaca, New York
March 21, 1985

The writer is assistant director of academic advising at Cornell's School of Industrial and Labor Relations.

On the following pages you will find letters of recommendation that were written by LaGuardia students. Review these letters to determine if the writers have communicated specific data about each student:

RECOMMENDATION LETTER #1

Dear

Joan Rivers has been employed at the North American Insurance Company for five years. She is a responsible, intelligent person and fine worker. She would be an excellent addition to any organization. It is my pleasure to recommend her.

Sincerely,

District Manager

RECOMMENDATION LETTER #2

Dear

It gives me great pleasure to recommend Frances Brown to Adelphi University.

Frances was an excellent student in my Theater class this past winter. Although English was not her native language, she made every effort to extend her knowledge of the theater material, most of which was quite a new experience for her. Her oral presentations of our theater excursions and her warmth and enthusiasm in the class endeared her to her fellow peers. Frances' oral critiques were intelligent, insightful contributions to our discussions.

Frances' independent research in the area of set design was excellent in her attention to detail in all aspects of research, from the gathering and formulation stage of the project to the exposition of the paper. Her final grade of A in my course was a sum total of her outstanding abilities to contribute to real criticism, theater research, and participation in all aspects of theater production.

I am sure that Frances will continue her outstanding performance at Adelphi and I wish her the best of luck.

Very truly yours,

Instructor

RECOMMENDATION LETTER #3

Dear

It is a pleasure for me to recommend Henry Smith to Pace University. In my various positions at General Hospital during the past few years I often had work-related contacts with Henry and found him to be knowledgeable and pleasantly helpful.

For the past five months I have been the Data Processing Manager at the hospital, so I am now working with Henry on a direct supervisory basis. During this relatively brief period I have had the opportunity to work with, and observe, Henry on a daily basis. He is an extremely well organized and diligent staff member of the Data Processing Department. In addition, he is very knowledgeable and experienced with the particualar data processing system used at our hospital.

Because of this, I frequently seek his help when I encounter a technical problem which is new to me. His invaluable assistance has made my transition to my new position much easier than it would have been. I have noticed that many of his co-workers, who are very skilled themselves, frequently seek his help too.

Based on my experience with Henry, I am not surprised that he has decided to continue his education at Pace University. He is the only member of my staff who rarely goes to lunch. Instead, he can usually be found at his desk doing school work or studying while his co-workers are out having lunch. I am certain that he will continue to work hard and achieve his educational and career goals.

Sincerely,

Data Processing Manager

RECOMMENDATION LETTER #4

RE: Mary Moore

Dear

This letter is written on behalf of Mary Moore, Senior Lunch Helper, who has worked at P.S. 007 for the past three years. Mrs. Moore is energetic and displays strong effort in performing her duties at the school. Her vitality and interest is reflected in the work of her helpers who respond in a similar manner. She is well organized. Our school was built in 1915 and obviously the working conditions and lack of space present problems that must be overcome. Her advice and suggestions regarding the conditions in the lunchroom are sensible and reasonable. She sees problems in terms of the total picture that we face. In addition, Mrs. Moore is cooperative and displays good human relation techniques. She is pleasant with children, informative when dealing with parents, and has developed good relationships with other staff members.

She has demonstrated a keen interest in good nutrition. For example, an annual poster contest that stresses good eating habits is conducted at the school. Mrs. Moore is an excellent resource who children consult in developing their projects. She is involved also in judging the contest.

Furthermore, the Nutrition Committee made up of parents, children, and staff members meet with Mrs. Moore. Clear explanations are offered by her and, if necessary, adjustments are made in the daily menu.

It is a pleasure to work with Mrs. Mary Moore.

Very truly yours,

Principal

How can you be sure that letters of recommendation submitted on your behalf actually concentrate on specific qualities and characteristics that measure your academic or work abilities? First, select references you know well. These would include instructors who have taught you in several classes, as well as employment supervisors who are in a position to evaluate your work performance. Secondly, meet with each reference person individually (not in the hallway after class) and indicate the need for the letter of recommendation. It is often helpful as well to make a list of specific activities and personal qualities that you think are appropriate for the reference person to cover in the letter. You may want a particular reference to emphasize some special quality or characteristic about yourself. Therefore, you will have to make sure you say this to your reference. If your letter of recommendation does not have to be confidential, you may ask your reference if you can review the letter before it is submitted.

Therefore, it is very important that you allow sufficient time for your reference to write a thoughtful and thorough letter. Allow at least three weeks.

Finally, provide each reference with an envelope that is stamped and addressed to the college office that is to receive the letter. All of these courtesies help to smooth the letter-writing process for busy college professors.

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